



PLEASE NOTE TIME CHANGE FOR THIS MEETING

City Council Special Business Meeting Agenda
Thursday, November 19, 2015, **8:00 a.m.**
City Hall – 705 North Avenue

COUNCIL MEETINGS

City Hall
Council Chambers
1st and 3rd
Thursdays at
6:00 P.M.

Tom Phillips
Mayor

Council Members:
Eric Delker
Erika Isley
Kyle Jackson
Ed Kuhl
Jaki Livingston

Marketa Oliver
City Manager

Vacant
Finance Director

Jodi Eddleman
City Clerk

Vacant
Fire Chief

Greg Staples
Police Chief

Tim Hoskins
Public Works Director

Nancy Kuehl
Parks & Recreation
Director

Wade Wagoner
Planning and
Economic
Development Director

Holly Sealine
Library Director

Jim Dougherty
City Attorney

1. Call to order.
2. Approval of agenda.
3. Approve minutes –
October 29, 2015 council study session.
November 5, 2015 regular business meeting.
4. Consent agenda.
 - a) Expenditures.
 - b) Tax abatements.
 - c) Liquor license renewal for Warrior Run.
 - d) Jazz in July application.
 - e) Approval of the Home Based Iowa Pledge submittal.
 - f) Resolution approving disposal of surplus safe.
 - g) Resolution setting December 3rd as the date for Public Hearing on expanded Urban Renewal Area designation and Urban Renewal Plan Amendment.
 - h) Resolution setting December 3rd as the date for Public Hearing regarding vacating easements on Masteller Road.
 - i) Receive and file October Department reports.
 - j) Approve, receive and file Annual Urban Renewal Report.
 - k) Approve, receive and file TIF Indebtedness Certification to the County Auditor.
5. Consideration of a resolution authorizing and approving a loan agreement and providing for the issuance of a general obligation library improvement note.
6. Consideration of a resolution approving the West Grove Preliminary Plat.
7. Consideration of a resolution approving Rolling Green Plat 5 Final Plat.
8. Consideration of a resolution approving a contract with Confluence for the Comprehensive Plan Future Land Use Chapter update.
9. Consideration of a resolution approving DCI contract for construction management services.
10. Consideration of a resolution approving Acting Pay for positions in the Police and Fire Departments.
11. Council Inquiries and staff updates.
12. Adjournment.

MINUTES OF THE NORWALK CITY COUNCIL WORK SESSION ON 10-29-15

Call to Order

Mayor, Tom Phillips, called the Norwalk City Council Meeting, held at Norwalk Public Safety Building, 1100 Chatham Avenue, to order at 5:50 P.M.

Present at roll call: Erika Isley, Jaki Livingston and Tom Greteman. (Kyle Jackson arrived at 6:20 p.m.)

Staff present included: Marketa Oliver, City Manager; Jodi Eddleman, City Clerk; Tim Hoskins, Public Works Director; Nancy Kuehl, Parks and Recreation Director; Wade Wagoner, Planning and Economic Development Director; Holly Sealine, Library Director; Ryan Coburn, Assistant Fire Chief and Greg Staples, Police Chief.

15-217 Motion by Livingston, seconded by Isley, to approve **Agenda** passed unanimously by voice vote.

Discussion Related to Future Use of TIF

Oliver stated the reason for bringing this item to the table is that local businesses cannot expand because the city is currently out of industrial park space, with the exception of the certified site area. She is asking for feedback from council on how they feel about using Tax Increment Financing (TIF) to develop industrial park space in the city.

Isley asked if this would be south of town and Oliver responded yes, it makes sense to build on what the city has, by continuing the cluster of those types of facilities there.

Oliver said another location to consider would be the southeast corner of 50th Avenue and Countyline Road and asked council if they would consider using TIF funds to develop the infrastructure and have it ready for small businesses to locate.

Isley asked if infrastructure would be streets, lights the basics and Oliver responded yes.

Isley asked how many acres are to be considered. Oliver said she does not have a solid idea of how many acres they would need to acquire at this time; she is just floating the idea by council for now. She added that the entire metro is in need of this type of property and that Norwalk businesses, LaQuercia and KVI, are located in the industrial park and need more space now.

Greteman asked, if the city does not have a location for businesses looking for this kind of space, how quickly do they move on. Oliver said she did not know specifically in terms of months.

Greteman suggested the 74 acres currently used as McAninch Sports Complex be used as industrial park. He then said that the land east of the highway is a century farm and there are all kinds of rules that come along with that; so the question becomes, which is easier buying land or moving the sports complex.

Greteman asked what the other land options are and who the owner is. He feels the south side of the city is the only place council would want this kind of development.

Isley said she is in favor of using TIF for infrastructure of industrial park development, but would want to know how many acres are involved. Greteman suggested the city start at 40 acres.

Wagoner remarked that retaining these businesses should also be a priority. Greteman then asked staff if they would want to spend a million and a half to keep these businesses. Oliver noted the best economic development strategy starts with retaining and growing local business.

Oliver said she wanted to make sure council was in support of the idea before spending a great deal of time on analysis; now she will direct **staff will develop numbers and bring more specifics back to council.**

Discussion Regarding Pool Repairs

Kuehl provided council with a list of repairs the pool would need to last another ten to fifteen years.

Isley asked when work would be done and Kuehl said she would like to close the pool a week or two earlier in August to begin work.

Kuehl reported that the bath house is in decent shape but needs a new roof; the largest expense is repair to the slide; and these repairs would not enlarge the size of the pool, just keep it open for a while longer. It would be in the neighborhood of \$500,000.

Kuehl said the town is continuing to grow and the pool is not big enough. She said now would be a good time to survey the people and see if they want a new pool.

Livingston asked what it would cost to put a new pool in the current location. Kuehl responded that people do not really swim any more. They play in the water and a new pool is \$8 to \$9 million without additional land cost. Livingston said she would like the pool issue resolved and asked what it would cost to dig up the existing pool and build a brand new pool at same location. Oliver said the money referenced earlier was the amount to renovate the pool to a point where it would be like new.

Greteman asked what is open on the bond levy amount. Then said cities never recoup more than 80% from a pool. Greteman stated there are two options; either close the pool or fix it.

Oliver stated that right now might be the time to consider taking a different approach to pools. Maybe the city should invest the money to make the current pool like new, instead of building a big aquatic center, then develop splash pads with new parks. She added that the city would not need personnel to manage the splash pads and with so many aquatic centers in the near vicinity, people would have access to those types of facilities also.

Greteman then suggested another citizens committee that would have council direction regarding what the city wants and what the spending limit is. Isley said she is not comfortable saying spend the money without knowing exactly how much is being spent and where it would come from in the budget.

Isley asked what a bond issue like this would look like. Oliver answered that the city would want to combine it with another project or capital purchase, for example the fire truck, and only issue one general obligation bond. The pool

project on its own would be too low of an amount to warrant the issuance costs of a bond. Livingston stated she agrees with spending to fix the current pool. Isley said she agrees fixing it as that option is the lesser of two evils.

Oliver said she believes a project like this would benefit from involving a company like Downing Construction, who does project management and construction management on projects like this.

Council member **Jackson arrived** at 6:20 p.m.

Livingston said she is concerned that there is no actual cost; so she would like a project manager hired to tell the city what it would cost.

Oliver directed **staff to bring a proposal for repair to the current pool back to council.**

Greteman said he wants the electrical box looked at immediately though, because he feels it is a potential fire hazard. Oliver noted it would be and is currently off.

Discussion Regarding Urban Hunting

Greteman asked when permitted use of land goes away. Staples said the city does not have a “no hunting” ordinance and he does not want to be the sole decision maker in giving permits to residents.

Livingston asked the chief if he had looked at the Des Moines ordinance. She wondered why the city would not allow gun and bow hunting on agriculturally-zoned land if they had the permission of the land owner.

Greteman said he has concern that people could be shooting toward some streets in the area, like Beardsley Street or 50th Avenue.

Livingston added that hunting is allowed in some of the annexed areas currently and expressed concern over not putting limitations in place. She suggested that residents should take a course to prove they are a capable hunter.

Greteman said he believes the city should prohibit gun shooting in the city limits. He is opposed to passing an ordinance requiring landowners to be educated. Councils should not pass ordinances they are not prepared to enforce.

Jackson suggested educating landowners is different than enforcing it.

Staples said he will work to locate the annexation agreement for the north shore and get an opinion on when those agreements expire. Livingston also suggested getting feedback from other hunters.

Follow up Regarding Zoning Code Update

Greteman stated, regarding in home daycares, he is opposed to the Board of Adjustment approving Special Use Permits based on the temperature of the neighbors

Livingston said she is in favor of the ordinance, updating the Zoning Code to put whatever requirements we deem necessary to make it a permitted use; but not requiring a Special Use Permit.

Jackson suggested staff should define points that the Board of Adjustment would have to consider, giving guidance to the Special Use Permit decision.

Greteman observed that the board is an independent body and they do not have to follow guidelines put in place by City Council. They could be swayed by neighborhood opinion. He said it would be a more level playing field to put specific requirements in the Zoning Code.

Livingston offered that the daycares are state regulated. This ordinance would require the license to be on file at the city. She said that she feels this needs to be regulated by the Zoning Code, as a standard for everyone, not left up to the Board of Adjustment.

Oliver **directed staff to bring draft ordinance back to council with the following conditions: state license on file, stand-alone homes, six-foot backyard fence, and no more than sixteen kids at one time, and any other appropriate requirements** referenced in the Zoning Code.

Other discussions

Isley asked when the Des Moines Water Works rates are increasing and has anyone looked at how that affects Norwalk. Oliver said this issue will be discussed at the November 9th Utility Advisory Commission meeting.

Hoskins reported that the Founders' District Water Main Replacement project bid letting was today and it came in sixty thousand dollars less than the engineers estimate. He added that project will be ready to start in three weeks, with a December 31st completion date. Greteman asked if landowners have been notified. Hoskins said he is bringing the necessary easements to next council meeting. Greteman said that he would like to review the communications plan to the residents in that area.

Greteman said he wants council to look at removing the stop sign on Beardsley Street at Lakewood Elementary. Isley and Livingston want to maintain consistency with stop signs. Hoskins suggested looking into signalized crossing at that location.

NCIS Update

Hoskins reported that Holly Drive will be substantially complete by next week. They are doing cleanup and finishing sidewalks.

He said on Wakonda Drive the base course has been put in and the asphalt company will be onsite next week. Residents will then be able to access their driveways.

15-218 Jackson moved, Livingston seconded, to adjourn meeting at 7:37 p.m. Voice vote carried unanimously.

Tom Phillips, Mayor

Attest:

Jodi Eddleman, City Clerk

MINUTES OF THE NORWALK CITY COUNCIL MEETING ON 11-05-15
(abridged for publication)

Mayor Tom Phillips called the City Council meeting to order at 6:02 p.m. Present at roll call: Eric Delker, Tom Greteman, Erika Isley, Kyle Jackson. Absent at roll call: Jaki Livingston. (RC = roll call vote)

15-219 Isley moved, Greteman seconded, to approve the **agenda**. Voice vote carried unanimously.

15-220 Delker moved, Isley seconded, to approve **minutes** of the October 14 regular council meeting. Voice vote carried unanimously.

Consent included **tax abatements**; **liquor license renewal** for 804 Main; **insurance renewal rates** for 2016; **Resolution 1105-15-122** accepting improvements for Orchard View Plat 2; **Resolution 1105-15-123** accepting improvements for Orchard Trail Plat 4; **Resolution 1105-15-124** accepting improvements for Village on the Ridge; **Resolution 1105-15-125** accepting improvements for Colonial Parkway Storm Sewer project; **Resolution 1105-15-126** accepting improvements for Northwest Trunk Sewer No. 4 project; **Resolution 1105-15-127** ordering construction, approving plans, and setting date for letting and setting December 19th as the date for public hearing; September Treasurer's **report** and the following **expenditures**:

A+ LAWN & LANDSCAPE	IRRIGATION	\$1,088.00	LASER RESOURCES	COPIERS	\$395.88
ACME TOOLS	EQUIPMENT	\$259.97	LINDA GAVIN	VOLLEYBALL	\$320.00
ADVENTURE LIGHTING	BLDG MAINT	\$428.58	LIVING MAGAZINE	MAGAZINE	\$1,998.00
AMAZON	LIBRARY	\$1,399.95	LUCINDA SPERRY	ART CL1	\$110.00
AMERICAN PLANNING	MEMBERSHIP	\$379.00	MAD SCIENCE	CLASS	\$462.00
ASHLEE SEIBERT	VOLLEYBALL	\$320.00	MAIN STREET MONT	ADULT CLASS 2	\$42.00
BAKER & TAYLOR INC	LIBRARY	\$417.41	MARTIN MARIETTA	LANDSCAPING	\$42.95
BLUE TARP FINANCIAL	EQUIPMENT	\$449.98	MCCLURE ENG	NCIS	\$17,600.00
BOBS TROPHIES	SUPPLIES	\$57.85	MENARDS	MATERIALS	\$237.13
BROWN EQUIPMENT	BELTS	\$48.25	METRO WASTE AUTH	FEES	\$36,709.63
CAPITAL SANITARY SUP	SUPPLIES	\$32.54	MICROMARKETING	LIBRARY	\$1,092.08
CARPENTER UNIFORM	UNIF ALLOW	\$5,263.12	MIKE MYER SERVICES	NUISANCE	\$120.00
CENGAGE LEARNING	LIBRARY	\$38.65	MPS ENGINEERS PC	HOLLY DRIVE	\$259,839.35
CIVIL ENG CONSULT	CAPITAL IMPR	\$560.00	MUNICIPAL SUPPLY	METERS	\$6,992.00
CNM OUTDOOR EQUIP	EQUIPMENT	\$5.92	NANCY KUEHL	REIMB	\$127.70
COMMONWEALTH ELEC	DAYROOM	\$2,700.00	N WARREN TOWN & CTY	MINUTES	\$314.66
COMPASS BUSINESS SOL	FORMS	\$1,161.87	NORWALK READY MIXED	PICNIC TABLES	\$560.00
CONSTRUCTION & AGGR	VEH OPER	\$235.83	YOUTH WRESTLING	BEGINNER	\$1,248.00
CONTRACT SPECIALTY LC	CHEMICALS	\$2,288.75	NPC INTERNATIONAL	TEEN LOCK IN	\$79.99
COPQUEST	UNIFORMS	\$104.38	O'HALLORAN INTL	VEH REPAIRS	\$1,626.32
DAVIS EQUIPMENT CORP	EQUIPMENT	\$625.02	PITNEY BOWES	LEASE	\$1,020.00
DEMCO	CD CASES	\$352.12	PLUMB SUPPLY	SUPPLIES	\$198.85
DES MOINES STAMP	PAD/STAMP	\$66.50	PURCHASE POWER	POSTAGE	\$2.39
DM WATER WORKS	DMWWW	\$580.00	RECORDED BOOKS INC	DIGITAL SUB	\$1,310.69
DIAMOND VOGEL PAINTS	SUPPLIES	\$64.20	SAFETY-KLEEN	EQUIPMENT	\$293.00
DISCOUNT SCHOOL SUP	SUPPLIES	\$173.21	SIMPLEX GRINNELL	SERVICE	\$147.49
ELEC ENG & EQUIP	EQUIP	\$67.51	SPRINGER PEST	BLDG MAINT	\$215.50

EXCEL MECHANICAL	LIB REPAIR	\$2,955.00	STAR EQUIPMENT	EQUIPMENT	\$187.69
GALLS INC	MINOR EQUIP	\$15.95	THE CUTTING EDGE	FIELDS	\$3,600.00
GOPHER SPORT	VOLLEYBALLS	\$324.91	DES MOINES REGISTER	SUBSCRIPTION	\$32.29
GOVT FINANCE OFFICER	NEWSLETTER	\$150.00	THE GRAPHIC EDGE	MONSTER DASH	\$892.95
GRAYBAR	EQUIP	\$262.26	TK CONCRETE	WAKONDA	\$526,986.34
HOTSY CLEANING SYS	SUPPLIES	\$280.00	TYLER TECHNOLOGIES	MONTHLY FEE	\$115.00
IA DEPT PUBLIC SAFETY	ONLINE	\$1,391.52	VEENSTRA & KIMM	CORT LAND P 1	\$17,460.25
INDOFF INC	SUPPLIES	\$800.63	VERIZON WIRELESS	TELECOM	\$1,710.11
IOWA ONE CALL	SERVICE	\$744.90	WADE WAGONER	REIMBURSE	\$232.53
J & K CONTRACTING	NW TRUNK SEW	\$3,714.50	WARREN CO EXTENSION	BABYSITTING	\$240.00
JODI EDDLEMAN	REIMBURSE	\$101.53	WARREN CTY HIST SOC	CIVIL WAR	\$30.00
KABEL BUSINESS SVCS	HRA CKS	\$443.22	WOODMAN CONTROLS	HVAC	\$500.00
KELLY CORTUM INC	COL PKWY ST SEW	\$131,430.12	WORLD BOOK	SUBSCRIPTION	\$1,084.00
LANDS END BUSINESS	CLOTH ALLOW	\$437.45	ZIEGLER INC.	EQUIPMENT	\$601.74

15-221 Motion by Isley, seconded by Jackson, to approve the **consent** agenda passed unanimously, RC.

15-222 Motion by Delker, seconded by Isley, to adopt **Resolution 1105-15-128** approving a water main easement for the Founders' District Water Main Replacement Phase 1 project passed unanimously, RC.

15-223 Motion by Delker, seconded by Isley, to adopt **Resolution 1105-15-129** approving plans, specifications, form of contract and estimate of cost for the Founders' District Water Main Replacement Phase 1 project passed unanimously, RC.

15-224 Motion by Isley, seconded by Delker, to adopt **Resolution 1105-15-130** awarding contract for the Founders' District Water Main replacement Phase 1 project passed unanimously, RC.

15-225 Motion by Delker, seconded by Jackson, to adopt **Resolution 1105-15-131** approving contract and bonds for the Founders' District Water Main Replacement Phase 1 project passed unanimously, RC.

15-226 Motion by Greteman, seconded by Delker, to pass the **first reading** of a proposed ordinance amending the Accessory Structures and Fences section of the City of Norwalk Zoning Code passed unanimously, RC.

15-227 Motion by Greteman, seconded by Delker, to pass the 2nd and waive the 3rd readings of **Ordinance 15-10** amending the Accessory Structures and Fences section of the City of Norwalk Zoning Code passed unanimously, RC.

15-228 Motion by Greteman, seconded by Jackson, to **table the proposed ordinance** amending the Architectural Standards and Definitions passed unanimously, RC.

15-229 Motion by Delker, seconded by Isley, to adopt **Resolution 1105-15-132** approving the preliminary plat for Cort Landing Plat 1 passed unanimously, RC.

15-230 Motion by Delker, seconded by Greteman, to adopt **Resolution 1105-15-133** approving the preliminary plat for Timber View passed unanimously, RC.

15-231 Motion by Delker, seconded by Greteman, to adopt **Resolution 1105-15-134** approving the final plat of the Village on the Ridge passed unanimously, RC.

15-232 Motion by Delker, seconded by Isley, to adopt **Resolution 1105-15-135** approving the purchase of a wheel loader with plow equipment passed unanimously, RC.

15-233 Motion by Jackson, seconded by Isley, to adopt **Resolution 1105-15-136** approving an increase in staff for public works passed unanimously, RC.

15-234 Delker moved, Greteman seconded, to **adjourn** meeting at 6:53 p.m. Voice vote carried unanimously.

Tom Phillips, Mayor

Attest:

Jodi Eddleman, City Clerk

MINUTES OF THE NORWALK CITY COUNCIL MEETING ON 11-05-15
(Unabridged version)

Mayor Tom Phillips called the City Council meeting to order at 6:02 p.m. Present at roll call: Eric Delker, Tom Greteman, Erika Isley, Kyle Jackson. Absent at roll call: Jaki Livingston. (RC = roll call vote)

Staff present included: Marketa Oliver, City Manager; Jodi Eddleman, City Clerk; Tim Hoskins, Public Works Director; Nancy Kuehl, Parks and Recreation Director; Holly Sealine, Library Director; Ryan Coburn, Assistant Fire Chief; Greg Staples, Police Chief; Wade Wagoner, Planning and Economic Development Director; Luke Parris, City Planner and Jim Dougherty, City Attorney.

15-219 Isley moved, Greteman seconded, to approve the **agenda**. Voice vote carried unanimously.

Presentation(s)

Chief Staples introduced Officer Greg Bryant. He replaces Officer Metzger who is retiring December 31st. He comes to the city from Cerro Gordo County and brings great certifications with him. Officer Bryant thanked the council for the opportunity.

Welcome of Guests and Public Comment

With no one present wishing to speak, Mayor Phillips opened the City Council meeting.

15-220 Delker moved, Isley seconded, to approve **minutes** of the October 14 regular council meeting. Voice vote carried unanimously.

Consent included **tax abatements**; **liquor license renewal** for 804 Main; **insurance renewal rates** for 2016; **Resolution 1105-15-122** accepting improvements for Orchard View Plat 2; **Resolution 1105-15-123** accepting improvements for Orchard Trail Plat 4; **Resolution 1105-15-124** accepting improvements for Village on the Ridge; **Resolution 1105-15-125** accepting improvements for Colonial Parkway Storm Sewer project; **Resolution 1105-15-126** accepting improvements for Northwest Trunk Sewer No. 4 project; **Resolution 1105-15-127** ordering construction, approving plans, and setting date for letting and setting December 19th as the date for public hearing; September Treasurer's **report** and the following **expenditures**:

ACK ENTERPRISES	DUMP TRUCK	\$387.00	LIVING MAGAZINE	LIVING MAGAZINE	\$999.00
ANDY MOGLE	CHEFS CLUB	\$550.80	MATHESON TRI-GAS	CHEMICALS	\$37.52
ASI	OPER SUPPLIES	\$52.50	MENARDS	LED'S	\$269.97
CARPENTER UNIFORM	POLICE	\$841.82	MENARDS	SUPPLIES	\$377.12
CITY BRAKE	PARTS	\$398.32	MERCY COLLEGE	CEH	\$10.00

CONCENTRA MED	RANDOM	\$86.00	METRO WASTE	CURB IT	\$8,797.36
CONST & AGGREGATE	EQUIPMENT	\$577.50	NANCY KUEHL	CRAFT CLUB	\$76.00
CONTRACT SPECIALTY	OPER SUPPLIES	\$545.60	NOBLE FORD	AMBULANCE	\$417.24
D HAUPTMAN CO	EQUIPMENT	\$170.75	N WARREN TOWN & CTY	MINUTES	\$114.29
DAVIS EQUIP	PARTS	\$68.17	NORWALK COMM SCHOOLS	CHEFS CLUB	\$137.70
DELAGÉ LANDEN	LEASE	\$394.33	NORWALK HARDWARE	SUPPLIES	\$516.85
D M WATER WORKS	DMWWW	\$36,558.75	NORWALK READY MIXED	GOLDEN VALLEY	\$7,407.50
DOWNEY TIRE	EQUIPMENT	\$92.93	NORWALK SOCCER CLUB	REFEREES	\$400.00
EMERGENCY SVCS MKTG	IamResponding.com	\$650.00	OVERHEAD DOOR CO	REPAIR	\$156.00
EMS PROFESSIONALS	EQUIPMENT	\$823.00	PAPER FREE TECH	ANNUAL MAINT	\$2,530.00
ENVIRONMENTAL SYSTEMS RESE	ANNUAL ESRI	\$5,700.00	PLUMB SUPPLY	PLUMB SUPPLY	\$153.87
EXPENSE REDUCTION SERVICES	CONSULTANT	\$1,313.60	PURCHASE POWER	POSTAGE	\$991.98
FREEDOM TIRE & AUTO CENTER	TIRES	\$1,218.96	PUSH PEDAL PULL	FITNESS ROOM	\$2,640.00
G & L CLOTHING	G & L CLOTHING	\$412.33	RADAR ROAD TEC	RADAR CERT	\$292.00
GE CAPITAL	COPIER LEASE	\$520.00	REASONER'S GARAGE	SUPPLIES	\$303.56
GRAYBAR	BATTERIES	\$331.36	REGISTER MEDIA	PUBLIC HEARINGS	\$101.24
GREGG YOUNG	REPAIR 38	\$929.74	ROYS SERVICE	VEHICLE REPAIR	\$100.00
HEARTLAND TECHNOLOGY	COMPUTER EQUIP	\$2,674.00	SAMS CLUB	SUPPLIES	\$382.60
INDIANOLA FIRE DEPARTMENT	BILLING SERVICE	\$1,995.00	SCOTTS FOODS	SUPPLIES	\$120.73
INDOFF INC	PHONE CORD	\$86.30	SENECA CO	OFFICE SUPPLIES	\$22.07
INTERSTATE POWER SYSTEMS	SUPPLIES	\$5.36	SHRED IT	ON SITE SVC	\$46.06
IOWA DIVISION OF LABOR SER	BOILER	\$80.00	ST JOHN'S	DADDY/DAUGHTER	\$75.00
IOWA LAW ENFORCEMENT ACADE	DUNLOP	\$6,285.00	STRAUSS SECURITY SOL	SUPPLIES	\$15.00
IOWA RADIOLOGY	PHYSICAL TEST	\$33.00	SWANA	MEMBERSHIP	\$190.00
IOWA WILD HOCKEY	TICKETS	\$104.00	TERMINIX INTL	PEST CONTROL	\$3.00
IA WINDOW SVC	CITY HALL	\$85.00	TREAS, STATE OF IA	SALES TAX	\$9,004.35
IA WORKFORCE DEVEL	3RD QTR UNEMPLOY	\$250.24	TYLER TECH	SERVICE	\$115.00
JODI EDDLEMAN	REIMBURSE	\$13.20	UNITY POINT CLINIC	TESTING	\$74.00
KABEL BUSINESS SVCS	HRA CKS	\$9,632.79	UNITYPOINT HEALTH	PRE-EMPLOY	\$421.00
KELTEK INC	REPAIR	\$4,076.02	USA BLUE BOOK	SUPPLIES	\$332.75
KENNY MCCAULEY	BALLROOM DANCING	\$603.73	VEENSTRA & KIMM	ORCHARD VIEW	\$13,920.64
LANDS END BUSINESS	CLOTHING ALLOW	\$359.97	WADE WAGONER	MILEAGE REIMB	\$212.19
LASER RESOURCES	COPIER LEASE	\$279.37			

15-221 Motion by Isley, seconded by Jackson, to approve the **consent** agenda passed unanimously, RC.

Founders' District Water Main Replacement Phase 1

Public hearing regarding proposed contract documents and estimated cost for the Founders' District Water Main Replacement Phase 1 project was opened at 6:08 p.m.

With no one present wishing to speak, Mayor Phillips closed the hearing at 6:08 p.m.

15-222 Motion by Delker, seconded by Isley, to adopt **Resolution 1105-15-128** approving a water main easement for the Founders' District Water Main Replacement Phase 1 project passed unanimously, RC.

15-223 Motion by Delker, seconded by Isley, to adopt **Resolution 1105-15-129** approving plans, specifications, form of contract and estimate of cost for the Founders' District Water Main Replacement Phase 1 project passed unanimously, RC.

15-224 Motion by Isley, seconded by Delker, to adopt **Resolution 1105-15-130** awarding contract for the Founders' District Water Main replacement Phase 1 project passed unanimously, RC.

15-225 Motion by Delker, seconded by Jackson, to adopt **Resolution 1105-15-131** approving contract and bonds for the Founders' District Water Main Replacement Phase 1 project passed unanimously, RC.

Zoning Code Update

Greteman asked how many building permit requests for fences the department receives. Parris responded three or four per month.

15-226 Motion by Greteman, seconded by Delker, to pass the **first reading** of a proposed ordinance amending the Accessory Structures and Fences section of the City of Norwalk Zoning Code passed unanimously, RC.

15-227 Motion by Greteman, seconded by Delker, to pass the 2nd and waive the 3rd readings of **Ordinance 15-10** amending the Accessory Structures and Fences section of the City of Norwalk Zoning Code passed unanimously, RC.

Greteman asked about the Architectural Standards in Chapter 17.60.020. He believes that R1 and R2 zoned properties should not be included in this requirement; stating that it is only reasonable to require submittal of plans and specs when building a commercial project, not a single family dwelling.

Wagoner said he believes that there is language in the ordinance that indicates that the site plan provisions are not applicable to single family homes.

Jackson asked if there is a reason that language was intentionally left out of the ordinance. Wagoner said that it protects the city from tin shacks being built.

Jackson asked that the ordinance be tabled until the suggested changes are made.

Greteman moved to approve, with modification that it excludes single family homes.

Wagoner said in a different section of the code, Chapter 17.80.000, it states site plan requirements are not applicable to single family and two-family homes.

15-228 Motion by Greteman, seconded by Jackson, to **table the proposed ordinance** amending the Architectural Standards and Definitions passed unanimously, RC.

Preliminary Plats

15-229 Motion by Delker, seconded by Isley, to adopt **Resolution 1105-15-132** approving the preliminary plat for Cort Landing Plat 1 passed unanimously, RC.

Isley asked about the temporary turnarounds shown in the Timber View plat. Brad Cooper, Cooper Crawford and Associates, said they understand that if they are not connecting to the adjacent property that they will have to construct a permanent turn around.

There was discussion about the dead end to the north and the dead end to the west. Cooper said that Blooming Heights, the property to the north, will begin grading this fall and the dead end to the west is for two residential lots.

Isley said council has discussed connectivity issues like this in the past and Greteman responded, if these dead ends are not constructed, there will not be future connectivity.

Greteman asked if Planning and Zoning approved it and Cooper answered yes, unanimously. Greteman asked if city staff also recommended and Wagoner answered that the plat meets the City Subdivision Ordinances.

15-230 Motion by Delker, seconded by Greteman, to adopt **Resolution 1105-15-133** approving the preliminary plat for Timber View passed unanimously, RC.

Final Plat

15-231 Motion by Delker, seconded by Greteman, to adopt **Resolution 1105-15-134** approving the final plat of the Village on the Ridge passed unanimously, RC.

Public Works

Greteman asked if the wheel loader was budgeted for and where it would be paid from. Oliver responded that it is paid from Road Use Tax (RUT).

15-232 Motion by Delker, seconded by Isley, to adopt **Resolution 1105-15-135** approving the purchase of a wheel loader with plow equipment passed unanimously, RC.

Isley asked what the likelihood of keeping the additional public works employee position long-term is and Oliver responded that it has been budgeted for.

15-233 Motion by Jackson, seconded by Isley, to adopt **Resolution 1105-15-136** approving an increase in staff for public works passed unanimously, RC.

NCIS Update.

Hoskins reported that final paving on Wakonda will begin Monday, driveways and sidewalks will be restored after that. Greteman asked how many driveways were left and Hoskins responded approximately twelve.

Holly Drive is basically open, they are repairing damaged panels or areas that were damaged during the construction and restoration process.

Phillips asked how the crack and seal process went on Wakonda and Hoskins responded that it went very well.

Greteman asked if the city will use this technique again. Hoskins said he would like to wait to see and watch this street; adding that they toured projects that had been complete for a while; one in Pleasant Hill had been done eight years ago and Carlisle did one that looks good also.

Jackson said Hoskins, Jeff Schug and Jim Dougherty did excellent work in bringing this project together.

Reports

Coburn said the new ambulance has arrived if anyone wishes to look at it.

Staples said Officer Criswell noticed students not wearing their seatbelts, so he did a project to increase awareness and usage increased from 92% to 98%.

Hoskins said Masteller Road, originally built as a frontage road eventually became an easement area which the city inherited from the county. Now, there is a developer who has vacated all of the individual properties in that area and has control of all of them except for one parcel. As part of that development, the developer is offering to remove the concrete from that street. At some point that easement will need to be vacated and will be brought to a future council meeting. He said that we would like to get approval to close Masteller starting at the northern edge of the James Oil property to let the developer proceed. There was council consensus to do so.

Wagoner said he has informed James Oil about the development agreement and about the future vacation request. He has been working to put together a warranty deed to move forward with the Regional Storm Water Detention Ponds. He reported that a Northshore PUD is coming to the Planning and Zoning Commission this upcoming Monday night and that the city received an award from NADO for the Loffredo Project.

Jackson thanked Greteman for stepping in when the city needed him and said his wealth of knowledge and service was greatly appreciated. Phillips presented Greteman with a Proclamation of Appreciation.

15-234 Delker moved, Greteman seconded, to **adjourn** meeting at 6:53 p.m. Voice vote carried unanimously.

Tom Phillips, Mayor

Attest:

Jodi Eddleman, City Clerk



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 4
For Meeting of 11.19.2015

ITEM TITLE: Consent Agenda

CONTACT PERSON: Marketa George Oliver, City Manager

Expenditures

This item is on the agenda for the approval of payment per the attached claims list.

Tax abatements

The following tax abatement applications were submitted for approval; the paperwork is in order and I recommend approval for further processing.

Showcase Homes	550 Legacy Ct Unit 1	New SFR	\$250,000
Showcase Homes	550 Legacy Ct Unit 2	New SFR	\$250,000
Hall, R. and C.	908 School Av	New SFR	\$225,000
Tice, C. and K.	105 Orchard Trail	New SFR	\$375,000

Liquor License

This item is on the agenda for approval per the attached request.

Warrior Run

Approvals

These items are on the agenda for approval to proceed with the following requests.

Jazz in July Application 2016

Home Based Iowa Pledge submittal

Resolutions

The attached resolutions are on the agenda for approval.

Disposal of surplus safe

Setting date for public hearing on designation of the expanded Norwalk Urban Renewal Area and on Urban Renewal Plan amendment

Setting date for public hearing on vacation and closing of Masteller Rd

Receive and file

The attached reports are submitted for informational purposes.

Monthly department reports for October

Annual Urban Renewal

TIF Certification to County

STAFF RECOMMENDATION: Approve consent agenda on a roll call vote.

PACKET: 03438 11/19/15 COUNCIL

VENDOR SET: 01 CITY OF NORWALK

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-003260 ADVENTURE LIGHTING							
I-051815		HATCH	108.00				
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N			
		HATCH		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	108.00	
=== VENDOR TOTALS ===			108.00				
=====							
01-002090 AIA CORPORATION							
I-1757363		CLOTHING ALLOW	456.09				
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N			
		CLOTHING ALLOW		001 5-150-1-6181	ALLOWANCES - UNIFORMS	456.09	
I-1794670		CLOTHING ALLOWANCE	38.50				
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N			
		CLOTHING ALLOWANCE		001 5-150-1-6181	ALLOWANCES - UNIFORMS	38.50	
I-1801789		CLOTHING ALLOWANCE	525.56				
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N			
		CLOTHING ALLOWANCE		001 5-150-1-6181	ALLOWANCES - UNIFORMS	525.56	
=== VENDOR TOTALS ===			1,020.15				
=====							
01-003275 ASI							
I-221458		TRASH SERVICE	52.50				
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N			
		TRASH SERVICE		001 5-430-2-6413	PAYMENT FOR SERVICES	52.50	
=== VENDOR TOTALS ===			52.50				
=====							
01-002586 BETHANIE LAFFERTY							
I-201511121953		NOVEMBER CLASSES	366.28				
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N			
		NOVEMBER CLASSES		001 5-440-2-6413	PAYMENT FOR SERVICES	366.28	
=== VENDOR TOTALS ===			366.28				
=====							
01-002800 BOUND TREE MEDICAL							
I-811939436		MED SUPPLIES	57.00				
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N			
		MED SUPPLIES		001 5-160-2-6530	MEDICAL SUPPLIES	57.00	
I-81934165		MED SUPPLIES	1,528.54				
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N			
		MED SUPPLIES		001 5-160-2-6530	MEDICAL SUPPLIES	1,528.54	

PACKET: 03438 11/19/15 COUNCIL
VENDOR SET: 01 CITY OF NORWALK
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DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-002800	BOUND TREE MEDICAL	(** CONTINUED **)				
I-81935533		MED SUPPLIES	30.30			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		MED SUPPLIES		001 5-160-2-6530	MEDICAL SUPPLIES	30.30
I-81939437		MED SUPPLIES	63.99			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		MED SUPPLIES		001 5-160-2-6530	MEDICAL SUPPLIES	63.99
I-81939438		MED SUPPLIES	21.79			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		MED SUPPLIES		001 5-160-2-6530	MEDICAL SUPPLIES	21.79
I-81942193		MED SUPPLIES	101.37			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		MED SUPPLIES		001 5-160-2-6530	MEDICAL SUPPLIES	101.37
I-819461149		MED SUPPLIES	447.93			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		MED SUPPLIES		001 5-160-2-6530	MEDICAL SUPPLIES	447.93
		=== VENDOR TOTALS ===	2,250.92			
=====						
01-000147	CAPITAL SANITARY SUPPLIES					
I-C197261		CAPITAL SANITARY SUPPLIES	889.48			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PUBLIC WORKS		610 5-815-2-6507	OPERATING SUPPLIES	44.64
		SUPPLIES		110 5-210-2-6507	OPERATING SUPPLIES	123.73
		SUPPLIES		001 5-650-2-6507	OPERATING SUPPLIES	204.68
		SUPPLIES		001 5-110-2-6507	OPERATING SUPPLIES	317.41
		SUPPLIES		001 5-150-2-6507	OPERATING SUPPLIES	199.02
		=== VENDOR TOTALS ===	889.48			
=====						
01-000113	CARPENTER UNIFORM					
I-399481		CLOTHING ALLOW	242.95			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		CLOTHING ALLOW		001 5-150-1-6181	ALLOWANCES - UNIFORMS	242.95
I-399561		CLOTHING ALLOW	10.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		CLOTHING ALLOW		001 5-150-1-6181	ALLOWANCES - UNIFORMS	10.00
I-399888		UNIFORM ALLOW	159.97			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		UNIFORM ALLOW		001 5-150-1-6181	ALLOWANCES - UNIFORMS	159.97
		=== VENDOR TOTALS ===	412.92			

PACKET: 03438 11/19/15 COUNCIL
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 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-003646 CHRIS ROBERTS						
I-201511121961		PROVIDER CLASS	125.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PROVIDER CLASS		001 5-160-1-6230	EDUCATION AND TRAINING	125.00
=== VENDOR TOTALS ===			125.00			
=====						
01-001064 CITY OF WEST DES MOINES						
I-1714		WESTCOM NOVEMBER 15/16	20,123.59			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		WESTCOM NOVEMBER 15/16		001 5-180-2-6413	PAYMENTS TO OTHER AGENCI	20,123.59
=== VENDOR TOTALS ===			20,123.59			
=====						
01-001162 CNM OUTDOOR EQUIPMENT						
I-115419		CHAIN SAW	5.92			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		CHAIN SAW		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	5.92
=== VENDOR TOTALS ===			5.92			
=====						
01-003353 DELAGE LANDEN						
I-47630234		LEASE	131.25			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		LEASE		001 5-599-2-6413	PAYMENT FOR SERVICES	131.25
I-47726675		LEASE	263.51			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		LEASE		001 5-410-2-6415	RENTS & LEASES	136.40
		LEASE		001 5-110-2-6415	RENTS & LEASES	127.11
=== VENDOR TOTALS ===			394.76			
=====						
01-000170 DES MOINES IRON						
I-1904591443		SANDER	50.88			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SANDER		110 5-250-2-6350	OPERATIONAL EQUIPMENT RE	50.88
=== VENDOR TOTALS ===			50.88			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000181 DES MOINES STAMP MFG. CO.						
I-1054994		SUPPLIES	25.30			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SUPPLIES		001 5-170-2-6506	OFFICE SUPPLIES	25.30
=== VENDOR TOTALS ===			25.30			
=====						
01-000158 DES MOINES WATER WORKS						
I-201511121966		DMWW	30,083.07			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		DMWW		600 5-811-2-6413	PAYMENT FOR SERVICES	30,083.07
=== VENDOR TOTALS ===			30,083.07			
=====						
01-000846 ELECTRIC PUMP						
I-0865900-IN		SUPPLIES	2,694.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SUPPLIES		610 5-815-2-6350	OPERATIONAL EQUIPMENT RE	2,694.00
=== VENDOR TOTALS ===			2,694.00			
=====						
01-003555 FELD FIRE						
I-285962		VEH OPERATIONS	286.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		VEH OPERATIONS		001 5-160-2-6331	VEHICLE OPERATIONS	286.00
=== VENDOR TOTALS ===			286.00			
=====						
01-000988 FIRE SERVICE TRAINING BUREAU						
I-201511121959		EDU/TRAINING	25.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		EDU/TRAINING		001 5-160-1-6230	EDUCATION AND TRAINING	25.00
I-201511121960		EDU/TRAINING	170.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		EDU/TRAINING		001 5-150-1-6230	EDUCATION AND TRAINING	170.00
=== VENDOR TOTALS ===			195.00			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-003647		FIRESTONE COMPLETE AUTO CARE				
I-201511121962		VEHICLE REPAIR	664.04			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		VEHICLE REPAIR		001 5-150-2-6331	VEHICLE OPERATIONS	664.04
=== VENDOR TOTALS ===			664.04			
=====						
01-002804		FRANK DUNN CO				
I-201511131972		PATCH	789.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PATCH		110 5-210-2-6417	STREET MAINTENANCE SUPPL	789.00
=== VENDOR TOTALS ===			789.00			
=====						
01-000030		FREEDOM TIRE & AUTO CENTER				
I-48061		PW PICK UP	692.40			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PW PICK UP		110 5-210-2-6331	VEHICLE OPERATIONS	692.40
=== VENDOR TOTALS ===			692.40			
=====						
01-001518		G & L CLOTHING				
I-2-165891		CLOTH ALLOW	188.18			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		CLOTH ALLOW		610 5-815-1-6181	ALLOWANCES - UNIFORMS	188.18
=== VENDOR TOTALS ===			188.18			
=====						
01-000265		GARY WIEDMANN				
I-8459		STOP BOX REPAIR	1,950.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		STOP BOX REPAIR		600 5-810-2-6413	PAYMENT FOR SERVICES	1,950.00
=== VENDOR TOTALS ===			1,950.00			
=====						
01-001312		GE CAPITAL				
I-63686950		LEASE	520.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		LEASE		001 5-650-2-6415	RENTS & LEASES	260.00
		LEASE		001 5-150-2-6415	RENTS & LEASES	260.00
=== VENDOR TOTALS ===			520.00			

PACKET: 03438 11/19/15 COUNCIL

VENDOR SET: 01 CITY OF NORWALK

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-001730 GOPHER SPORT						
I-9073261	9067607	EQUIPMENT	324.91			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		EQUIPMENT		001 5-440-2-6507	OPERATING SUPPLIES	324.91
=== VENDOR TOTALS ===			324.91			
=====						
01-003363 GREGG YOUNG						
I-201511131970		PW PICK UP	195.13			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PW PICK UP		110 5-210-2-6332	VEHICLE REPAIR	195.13
=== VENDOR TOTALS ===			195.13			
=====						
01-000349 HARVEY'S AUTOMOTIVE &						
I-5775-103536		BOBCAT BRAKES	57.47			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		BOBCAT BRAKES		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	57.47
I-5775-105301		JETT TRUCK	49.74			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		JETT TRUCK		610 5-815-2-6331	VEHICLE OPERATIONS	49.74
I-5775103156		P-128	236.42			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		P-128		001 5-110-2-6332	VEHICLE REPAIR	236.42
I-5775103279		VEH REPAIR	721.58			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		VEH REPAIR		600 5-810-2-6332	VEHICLE REPAIR	721.58
I-5775103348		KUHN MOWER	127.92			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		KUHN MOWER		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	127.92
I-5775103405		#24 PICK UP	14.90			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		#24 PICK UP		110 5-210-2-6332	VEHICLE REPAIR	14.90
I-5775103496		#27 TRUCK	97.49			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		#27 TRUCK		600 5-810-2-6332	VEHICLE REPAIR	97.49
I-5775103681		DUMP TRUCK	277.64			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		DUMP TRUCK		110 5-210-2-6332	VEHICLE REPAIR	277.64

PACKET: 03438 11/19/15 COUNCIL
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 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000349	HARVEY'S AUTOMOTIVE &	(** CONTINUED **)				
I-5775103682		WATER DEPT	12.59			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		WATER DEPT		600 5-810-2-6332	VEHICLE REPAIR	12.59
I-5775103786		SUPPLIES	2.87			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SUPPLIES		110 5-210-2-6331	VEHICLE OPERATIONS	2.87
I-5775103787		KUHN MOVER	154.54			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		KUHN MOVER		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	154.54
I-5775103793		KUHN MOWER	21.20			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		KUHN MOWER		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	21.20
I-5775103939		VEH REPAIR	721.58			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		VEH REPAIR		600 5-810-2-6332	VEHICLE REPAIR	721.58
I-5775103983		KUHN MOWER	0.54			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		KUHN MOWER		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	0.54
I-5775104012		DUMP TRUCK	73.85			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		DUMP TRUCK		110 5-210-2-6332	VEHICLE REPAIR	73.85
I-5775104125		SHOP	49.99			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SHOP		110 5-210-2-6331	VEHICLE OPERATIONS	49.99
I-5775104202		P&R TRUCK	934.43			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		P&R TRUCK		001 5-430-2-6332	VEHICLE REPAIR	934.43
I-5775104297		HARVEY'S AUTOMOTIVE &	26.85			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SHOP SUPPLIES		110 5-210-2-6331	VEHICLE OPERATIONS	6.66
		P&R TRUCK		001 5-430-2-6332	VEHICLE REPAIR	20.19
I-5775104329		P-127	14.24			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		P-127		001 5-110-2-6332	VEHICLE REPAIR	14.24
I-5775104330		SHOP SUPPLIES	171.17			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SHOP SUPPLIES		110 5-210-2-6331	VEHICLE OPERATIONS	171.17

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000349	HARVEY'S AUTOMOTIVE &	(** CONTINUED **)				
I-5775104372		SHOP SUPPLIES	18.52			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SHOP SUPPLIES		110 5-210-2-6331	VEHICLE OPERATIONS	18.52
I-5775104373		SHOP GLOVES	34.26			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SHOP GLOVES		110 5-210-2-6331	VEHICLE OPERATIONS	34.26
I-5775104662		PARKS AND REC	43.99			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PARKS AND REC		001 5-460-2-6332	VEHICLE REPAIR	43.99
I-5775104975		PW PICK UP	127.82			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PW PICK UP		610 5-815-2-6332	VEHICLE REPAIR	127.82
I-5775104978		PICK UP	127.82			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PICK UP		610 5-815-2-6332	VEHICLE REPAIR	127.82
I-5775105055		PW PICK UP	12.59			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PW PICK UP		110 5-210-2-6332	VEHICLE REPAIR	12.59
I-5775105069		WATER PICK UP	125.33			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		WATER PICK UP		600 5-810-2-6332	VEHICLE REPAIR	125.33
I-5775105161		MOWER	87.31			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		MOWER		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	87.31
I-5775105205		SHOP GREASE CAN	86.34			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SHOP GREASE CAN		110 5-210-2-6507	OPERATING SUPPLIES	86.34
I-5775105221		DUMP TRUCK	250.64			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		DUMP TRUCK		110 5-210-2-6331	VEHICLE OPERATIONS	250.64
=== VENDOR TOTALS ===			4,681.63			

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VENDOR SET: 01 CITY OF NORWALK

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-003653	HDS	WHITE CAP CONST SUPPLY				
I-50003483383		TOOLS	13.59			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		TOOLS		110 5-210-2-6507	OPERATING SUPPLIES	13.59
=== VENDOR TOTALS ===			13.59			
=====						
01-000143	INDOFF	INC				
I-2686925		SUPPLIES	79.88			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SUPPLIES		001 5-110-2-6506	OFFICE SUPPLIES	79.88
I-2708548		SUPPLIES	122.58			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SUPPLIES		001 5-650-2-6506	OFFICE SUPPLIES	12.54
		SUPPLIES		001 5-190-2-6507	OPERATING SUPPLIES	65.76
		SUPPLIES		001 5-599-2-6506	OFFICE SUPPLIES	15.18
		SUPPLIES		600 5-811-2-6506	OFFICE SUPPLIES	29.10
I-2710513		SUPPLIES	67.99			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SUPPLIES		001 5-110-2-6507	OPERATING SUPPLIES	67.99
=== VENDOR TOTALS ===			270.45			
=====						
01-000737	INTERNATIONAL	CODE COUNCIL				
I-1000624247		ICC BOOKS	779.48			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		ICC BOOKS		001 5-170-1-6220	SUBSCRIPTIONS & EDUCATIO	779.48
=== VENDOR TOTALS ===			779.48			
=====						
01-001197	INTERSTATE	COMPANIES				
I-12047592		VEH OPERATIONS	980.28			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		VEH OPERATIONS		001 5-150-2-6331	VEHICLE OPERATIONS	980.28
=== VENDOR TOTALS ===			980.28			

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DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-002974	IOWA CUBS SPORTS TURF MANAGEME					
=====						
I-1307		MCANINCH PARK WORK	2,500.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		MCANINCH PARK WORK		001 5-430-3-6728	CAPITAL IMPROVEMENTS	2,500.00
		=== VENDOR TOTALS ===	2,500.00			
=====						
01-005919	IOWA LAW ENFORCEMENT ACADEMY					
=====						
I-303562		FIREARM INSTRUCTION	350.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		FIREARM INSTRUCTION		001 5-110-1-6230	EDUCATION AND TRAINING	350.00
=====						
I-303591		FIREARMS INSTRUCTION	150.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		FIREARMS INSTRUCTION		001 5-110-1-6230	EDUCATION AND TRAINING	150.00
		=== VENDOR TOTALS ===	500.00			
=====						
01-001505	IOWA ONE CALL					
=====						
I-175786		SERVICE	830.80			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SERVICE		600 5-810-2-6413	PAYMENT FOR SERVICES	830.80
		=== VENDOR TOTALS ===	830.80			
=====						
01-003291	IOWA RADIOLOGY					
=====						
I-222616		PATIENT	29.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PATIENT		112 5-150-1-6190	FIREFIGHTER PHYSICALS	29.00
		=== VENDOR TOTALS ===	29.00			
=====						
01-000411	IOWA SIGNAL INC					
=====						
I-3108		INSPECTIONS	150.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		INSPECTIONS		110 5-230-2-6350	OPERATIONAL EQUIPMENT RE	150.00
		=== VENDOR TOTALS ===	150.00			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000142 JP COOKE CO						

I-201511121964		DOG LICENSE TAGS	135.85			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		DOG LICENSE TAGS		001 5-190-2-6507	OPERATING SUPPLIES	135.85
=== VENDOR TOTALS ===			135.85			
=====						
01-003337 LASER RESOURCES						

I-352715		MAINTENANCE SUPPLIES	265.81			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		MAINTENANCE SUPPLIES		001 5-110-2-6415	RENTS & LEASES	77.59
		MAINTENANCE SUPPLIES		001 5-410-2-6415	RENTS & LEASES	100.44
		MAINTENANCE SUPPLIES		001 5-599-2-6413	PAYMENT FOR SERVICES	87.78
=== VENDOR TOTALS ===			265.81			
=====						
01-002230 LIVING MAGAZINE						

I-201511121963		MAGAZINE	1,998.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		MAGAZINE		160 5-520-2-6413	PAYMENT FOR SERVICES	1,998.00
=== VENDOR TOTALS ===			1,998.00			
=====						
01-003651 LOUNSBURY SAND & GRAVEL						

I-53941		BOULDERS	438.90			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		BOULDERS		110 5-270-3-6765	STORM DRAINAGE	438.90
=== VENDOR TOTALS ===			438.90			
=====						
01-000399 MARY JANE SHARP						

I-201511121952		NOVEMBER CLASSES	1,183.35			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		NOVEMBER CLASSES		001 5-440-2-6413	PAYMENT FOR SERVICES	1,183.35
=== VENDOR TOTALS ===			1,183.35			
=====						
01-000093 MENARDS						

I-26007		PLEXI GLASS	95.86			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PLEXI GLASS		610 5-815-2-6507	OPERATING SUPPLIES	95.86
=== VENDOR TOTALS ===			95.86			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000644 MENARDS						
I-10131		LW LIFT STATION	64.55			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		LW LIFT STATION		610 5-815-2-6350	OPERATIONAL EQUIPMENT RE	64.55
=== VENDOR TOTALS ===			64.55			
=====						
01-002554 MERCY COLLEGE OF HEALTH SCIENC						
I-191015		EDU/TRAINING	8.50			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		EDU/TRAINING		001 5-160-1-6230	EDUCATION AND TRAINING	8.50
=== VENDOR TOTALS ===			8.50			
=====						
01-003342 MERCY COLLEGE TRAINING CENTER						
I-81015		MED SUPPLIES	8.50			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		MED SUPPLIES		001 5-160-1-6230	EDUCATION AND TRAINING	8.50
=== VENDOR TOTALS ===			8.50			
=====						
01-005343 METRO WASTE AUTHORITY						
I-OCT 2015		MWA COMPOSTIT	25.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		MWA COMPOSTIT		001 5-290-2-6404	COLLECTION COSTS	25.00
=== VENDOR TOTALS ===			25.00			
=====						
01-001955 MIKE MYER SERVICES						
I-1802		NUISANCE	350.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		NUISANCE		001 5-599-2-6413	PAYMENT FOR SERVICES	350.00
=== VENDOR TOTALS ===			350.00			
=====						
01-000618 MUNICIPAL SUPPLY						
I-0606356-IN		MARKING PAINT	49.80			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		MARKING PAINT		600 5-810-2-6507	OPERATING SUPPLIES	49.80
=== VENDOR TOTALS ===			49.80			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-000656 NORTH WARREN TOWN & COUNTY NEW						
I-10 30 2015		MINUTES 101515	96.10			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		MINUTES 101515		001 5-650-2-6414	PRINTING & PUBLISHING EX	96.10
I-10302015		MINUTES 101415	21.70			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		MINUTES 101415		001 5-650-2-6414	PRINTING & PUBLISHING EX	21.70
I-11062015		URBAN RENEWAL PUBLIC HRG	74.40			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		URBAN RENEWAL PUBLIC HRG		001 5-599-2-6402	ADVERTISING & LEGAL PUBL	74.40
I-201511121955		HELPWANTED OCT 1 AD	26.20			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		HELPWANTED OCT 1 AD		001 5-440-2-6507	OPERATING SUPPLIES	26.20
=== VENDOR TOTALS ===			218.40			
=====						
01-000659 NORWALK HARDWARE & AUTO						
I-10312015		SUPPLIES	686.40			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SUPPLIES		110 5-210-2-6507	OPERATING SUPPLIES	19.71
		SUPPLIES		600 5-810-2-6507	OPERATING SUPPLIES	43.44
		SUPPLIES		610 5-815-2-6507	OPERATING SUPPLIES	8.14
		SUPPLIES		001 5-410-2-6310	BUILDING MAINTENANCE/REP	20.98
		SUPPLIES		001 5-650-2-6507	OPERATING SUPPLIES	4.49
		SUPPLIES		001 5-440-2-6331	VEHICLE OPERATIONS	508.98
		SUPPLIES		001 5-460-2-6507	OPERATING SUPPLIES	8.99
		SUPPLIES		001 5-460-2-6331	VEHICLE OPERATIONS	71.67
=== VENDOR TOTALS ===			686.40			
=====						
01-000664 NORWALK READY MIXED						
I-166509		PARKHILL & HUNTER	464.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PARKHILL & HUNTER		110 5-210-2-6417	STREET MAINTENANCE SUPPL	464.00
I-166689		NORTH AVE	383.50			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		NORTH AVE		110 5-210-2-6417	STREET MAINTENANCE SUPPL	383.50
I-166761		PARKHILL DR	496.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PARKHILL DR		110 5-210-2-6417	STREET MAINTENANCE SUPPL	496.00
=== VENDOR TOTALS ===			1,343.50			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-001407 PAPER FREE TECHNOLOGY INC						
I-0150300		PAPERFREE TECH	1,246.65			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PAPERFREE TECH		001 5-670-3-6727	CAPITAL EQUIPMENT	1,246.65
=== VENDOR TOTALS ===			1,246.65			
=====						
01-003645 POLICE EXECUTIVE RESEARCH FORU						
I-201511121957		MEMBER DUES	200.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		MEMBER DUES		001 5-110-1-6210	ASSOCIATION DUES	200.00
=== VENDOR TOTALS ===			200.00			
=====						
01-002576 PURCHASE POWER						
I-201511121967		POSTAGE	105.59			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		POSTAGE		001 5-650-2-6508	POSTAGE AND SHIPPING	105.59
=== VENDOR TOTALS ===			105.59			
=====						
01-002302 QUALITY STRIPING, INC.						
I-4278		PAVEMENT PAINTING	8,063.32			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PAVEMENT PAINTING		110 5-210-2-6417	STREET MAINTENANCE SUPPL	8,063.32
=== VENDOR TOTALS ===			8,063.32			
=====						
01-003613 RANKIN COMMUNICATION SYSTEMS						
I-201511121958		TELECOM	128.75			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		TELECOM		001 5-110-2-6373	TELECOMMUNICATIONS EXPEN	128.75
=== VENDOR TOTALS ===			128.75			
=====						
01-002833 SAMS CLUB						
I-201511121965		SUPPLIES	282.17			
11/12/2015	AP	DUE: 11/12/2015 DISC: 11/12/2015		1099: N		
		SUPPLIES		001 5-440-2-6507	OPERATING SUPPLIES	282.17
=== VENDOR TOTALS ===			282.17			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-001676		SHRED IT				
I-9407987062		SHREDDING SERVICES	62.53			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SHREDDING SERVICES		001 5-110-2-6413	PAYMENT FOR SERVICES	62.53
=== VENDOR TOTALS ===			62.53			
=====						
01-005848		STANDRIDGE GROUP				
I-13699		PAYMENT FOR SERVICES	32.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PAYMENT FOR SERVICES		001 5-110-2-6413	PAYMENT FOR SERVICES	32.00
=== VENDOR TOTALS ===			32.00			
=====						
01-000044		STRAUSS SAFE				
I-938473-000		SUPPLIES	30.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SUPPLIES		110 5-210-2-6350	OPERATIONAL EQUIPMENT RE	30.00
=== VENDOR TOTALS ===			30.00			
=====						
01-000956		TERMINIX INTERNATIONAL				
I-349669349		PEST CONTROL	62.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PEST CONTROL		600 5-810-2-6310	BUILDING MAINTENANCE/REP	62.00
I-349700495		PEST CONTROL	67.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		PEST CONTROL		001 5-650-2-6310	BUILDING MAINTENANCE/REP	67.00
=== VENDOR TOTALS ===			129.00			
=====						
01-001869		THE GRAPHIC EDGE				
I-937828		SUPPLIES	42.56			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		SUPPLIES		001 5-440-2-6507	OPERATING SUPPLIES	42.56
=== VENDOR TOTALS ===			42.56			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-003648 THE UNIVERSITY OF TOLEDO PRESS						
I-978 0 692 35470 4		EDU/TRAINING	20.00			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		EDU/TRAINING		001 5-599-1-6220	SUBSCRIPTIONS & EDUCATIO	20.00
=== VENDOR TOTALS ===			20.00			
=====						
01-003644 TOSHA HAMMER						
I-201511121956		REFUND BOYS SOCCER	34.50			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		REFUND BOYS SOCCER		001 5-440-2-6420	REFUNDS	34.50
=== VENDOR TOTALS ===			34.50			
=====						
01-003263 UNITY POINT CLINIC NORWALK						
I-2015 FLU VACCINE		FLU VACCINE	1,442.28			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		FLU VACCINE		112 5-650-1-6180	WELLNESS PROGRAM	1,442.28
=== VENDOR TOTALS ===			1,442.28			
=====						
01-001999 USA BLUE BOOK						
I-789950		METER WIRE	194.25			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		METER WIRE		600 5-810-2-6507	OPERATING SUPPLIES	194.25
=== VENDOR TOTALS ===			194.25			
=====						
01-003228 VOORHEES TAEKWONDO LLC						
I-201511121954		NOVEMBER CLASSES	470.93			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		NOVEMBER CLASSES		001 5-440-2-6413	PAYMENT FOR SERVICES	470.93
=== VENDOR TOTALS ===			470.93			
=====						
01-003536 W REEVES AND ASSOCIATES						
I-2318		VEH OPERATIONS	50.40			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		VEH OPERATIONS		001 5-150-2-6331	VEHICLE OPERATIONS	50.40
=== VENDOR TOTALS ===			50.40			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-001101 WARREN COUNTY AUDITOR						
=====						
I-11032015		ELECTION COSTS	3,841.14			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		ELECTION COSTS		001 5-630-2-6413	PAYMENT FOR SERVICES	3,841.14
=== VENDOR TOTALS ===			3,841.14			
=====						
01-001153 ZIEGLER INC.						
=====						
I-9110101		BUILDING MAINT	4,208.36			
11/19/2015	AP	DUE: 11/19/2015 DISC: 11/19/2015		1099: N		
		BUILDING MAINT		001 5-110-2-6310	BUILDING MAINTENANCE/REP	4,208.36
=== VENDOR TOTALS ===			4,208.36			
=== PACKET TOTALS ===			102,599.51			

PACKET: 03438 11/19/15 COUNCIL
 VENDOR SET: 01 CITY OF NORWALK
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

** T O T A L S **

INVOICE TOTALS 102,599.51
 DEBIT MEMO TOTALS 0.00
 CREDIT MEMO TOTALS 0.00

BATCH TOTALS 102,599.51

** G/L ACCOUNT TOTALS **

					=====LINE ITEM=====				=====GROUP BUDGET=====	
BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG		ANNUAL BUDGET	BUDGET AVAILABLE
2015-2016	001-2020		ACCOUNTS PAYABLE	47,335.96-*						
	001-5-110-1-6210		ASSOCIATION DUES	200.00	700	500.00				
	001-5-110-1-6230		EDUCATION AND TRAINING	500.00	13,000	3,833.35				
	001-5-110-2-6310		BUILDING MAINTENANCE/REP	4,208.36	40,000	28,717.87				
	001-5-110-2-6332		VEHICLE REPAIR	250.66	17,500	12,812.42				
	001-5-110-2-6373		TELECOMMUNICATIONS EXPEN	128.75	21,000	8,929.15				
	001-5-110-2-6413		PAYMENT FOR SERVICES	94.53	15,000	1,695.18-	Y			
	001-5-110-2-6415		RENTS & LEASES	204.70	4,000	2,316.81				
	001-5-110-2-6506		OFFICE SUPPLIES	79.88	4,500	3,541.87				
	001-5-110-2-6507		OPERATING SUPPLIES	385.40	17,000	12,810.27				
	001-5-150-1-6181		ALLOWANCES - UNIFORMS	1,433.07	6,000	1,895.41				
	001-5-150-1-6230		EDUCATION AND TRAINING	170.00	6,750	5,077.14				
	001-5-150-2-6331		VEHICLE OPERATIONS	1,694.72	9,000	3,174.49				
	001-5-150-2-6415		RENTS & LEASES	260.00	3,120	1,077.28				
	001-5-150-2-6507		OPERATING SUPPLIES	199.02	4,500	1,382.05				
	001-5-160-1-6230		EDUCATION AND TRAINING	167.00	5,800	5,562.00				
	001-5-160-2-6331		VEHICLE OPERATIONS	286.00	14,000	12,295.89				
	001-5-160-2-6530		MEDICAL SUPPLIES	2,250.92	24,000	19,846.90				
	001-5-170-1-6220		SUBSCRIPTIONS & EDUCATIO	779.48	300	508.83-	Y			
	001-5-170-2-6506		OFFICE SUPPLIES	25.30	400	1,167.75-	Y			
	001-5-180-2-6413		PAYMENTS TO OTHER AGENCI	20,123.59	226,000	205,876.41				
	001-5-190-2-6507		OPERATING SUPPLIES	201.61	300	41.88				
	001-5-290-2-6404		COLLECTION COSTS	25.00	440,000	225,425.83				
	001-5-410-2-6310		BUILDING MAINTENANCE/REP	20.98	14,000	6,734.57				
	001-5-410-2-6415		RENTS & LEASES	236.84	3,000	837.18				
	001-5-430-2-6332		VEHICLE REPAIR	954.62	3,000	1,103.13				
	001-5-430-2-6413		PAYMENT FOR SERVICES	52.50	4,000	3,789.93				
	001-5-430-3-6728		CAPITAL IMPROVEMENTS	2,500.00	3,500	1,000.00				
	001-5-440-2-6331		VEHICLE OPERATIONS	508.98	5,000	2,022.37				
	001-5-440-2-6413		PAYMENT FOR SERVICES	2,020.56	40,000	15,289.21				
	001-5-440-2-6420		REFUNDS	34.50	3,000	2,618.90				

PACKET: 03438 11/19/15 COUNCIL
 VENDOR SET: 01 CITY OF NORWALK
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
		001-5-440-2-6507	OPERATING SUPPLIES	675.84	30,000	15,499.25		
		001-5-460-2-6331	VEHICLE OPERATIONS	71.67	5,000	2,194.54		
		001-5-460-2-6332	VEHICLE REPAIR	43.99	2,500	2,370.58		
		001-5-460-2-6507	OPERATING SUPPLIES	8.99	1,500	81.68		
		001-5-599-1-6220	SUBSCRIPTIONS & EDUCATIO	20.00	200	149.00		
		001-5-599-2-6402	ADVERTISING & LEGAL PUBL	74.40	1,000	663.53		
		001-5-599-2-6413	PAYMENT FOR SERVICES	569.03	3,000	1,000.92-	Y	
		001-5-599-2-6506	OFFICE SUPPLIES	15.18	1,400	1,174.97-	Y	
		001-5-630-2-6413	PAYMENT FOR SERVICES	3,841.14	6,000	2,158.86		
		001-5-650-2-6310	BUILDING MAINTENANCE/REP	67.00	6,000	721.12		
		001-5-650-2-6414	PRINTING & PUBLISHING EX	117.80	7,000	6,466.02		
		001-5-650-2-6415	RENTS & LEASES	260.00	5,000	2,068.75		
		001-5-650-2-6506	OFFICE SUPPLIES	12.54	2,250	300.55		
		001-5-650-2-6507	OPERATING SUPPLIES	209.17	3,000	346.00		
		001-5-650-2-6508	POSTAGE AND SHIPPING	105.59	4,500	4,234.34		
		001-5-670-3-6727	CAPITAL EQUIPMENT	1,246.65	51,000	38,028.05		
		110-2020	ACCOUNTS PAYABLE	13,472.49-*				
		110-5-210-2-6331	VEHICLE OPERATIONS	1,226.51	37,000	27,389.72		
		110-5-210-2-6332	VEHICLE REPAIR	574.11	18,000	14,211.41		
		110-5-210-2-6350	OPERATIONAL EQUIPMENT RE	592.90	12,000	9,707.58-	Y	
		110-5-210-2-6417	STREET MAINTENANCE SUPPL	10,195.82	80,000	34,839.75		
		110-5-210-2-6507	OPERATING SUPPLIES	243.37	15,000	11,287.01		
		110-5-230-2-6350	OPERATIONAL EQUIPMENT RE	150.00	7,500	3,686.77		
		110-5-250-2-6350	OPERATIONAL EQUIPMENT RE	50.88	12,000	11,949.12		
		110-5-270-3-6765	STORM DRAINAGE	438.90	12,000	11,485.57		
		112-2020	ACCOUNTS PAYABLE	1,471.28-*				
		112-5-150-1-6190	FIREFIGHTER PHYSICALS	29.00	4,500	4,417.41		
		112-5-650-1-6180	WELLNESS PROGRAM	1,442.28	10,000	3,848.59		
		160-2020	ACCOUNTS PAYABLE	1,998.00-*				
		160-5-520-2-6413	PAYMENT FOR SERVICES	1,998.00	56,988	30,210.00		
		600-2020	ACCOUNTS PAYABLE	34,921.03-*				
		600-5-810-2-6310	BUILDING MAINTENANCE/REP	62.00	2,000	1,707.77		
		600-5-810-2-6332	VEHICLE REPAIR	1,678.57	1,500	1,031.92-	Y	
		600-5-810-2-6413	PAYMENT FOR SERVICES	2,780.80	20,000	12,708.89		
		600-5-810-2-6507	OPERATING SUPPLIES	287.49	65,000	55,800.76		
		600-5-811-2-6413	PAYMENT FOR SERVICES	30,083.07	445,000	254,396.86		
		600-5-811-2-6506	OFFICE SUPPLIES	29.10	150	1,974.26-	Y	
		610-2020	ACCOUNTS PAYABLE	3,400.75-*				
		610-5-815-1-6181	ALLOWANCES - UNIFORMS	188.18	2,500	1,049.96		
		610-5-815-2-6331	VEHICLE OPERATIONS	49.74	7,000	5,500.37		
		610-5-815-2-6332	VEHICLE REPAIR	255.64	4,000	3,723.48		
		610-5-815-2-6350	OPERATIONAL EQUIPMENT RE	2,758.55	8,000	21,482.71-	Y	
		610-5-815-2-6507	OPERATING SUPPLIES	148.64	3,600	3,357.51		
		999-1300	DUE FROM 001-GENERAL FUN	47,335.96 *				
		999-1303	DUE FROM 110-ROAD USE TA	13,472.49 *				

PACKET: 03438 11/19/15 COUNCIL
VENDOR SET: 01 CITY OF NORWALK
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
		999-1304	DUE FROM 112-SPECIAL REV	1,471.28 *						
		999-1307	DUE FROM 160-ECONOMIC DE	1,998.00 *						
		999-1317	DUE FROM 600-WATER FUND	34,921.03 *						
		999-1331	DUE FROM 610-SEWER FUND	3,400.75 *						
			** 2015-2016 YEAR TOTALS	102,599.51						

PACKET: 03438 11/19/15 COUNCIL
VENDOR SET: 01 CITY OF NORWALK
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
001	11/2015	47,335.96
110	11/2015	13,472.49
112	11/2015	1,471.28
160	11/2015	1,998.00
600	11/2015	34,921.03
610	11/2015	3,400.75

NO ERRORS

NO WARNINGS

** END OF REPORT **

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

Liquor license summary for November 19 council meeting

Business Name:	Warrior Run
Business Address:	3089 North Avenue
Location:	3089 North Avenue
License Number:	LC 0040479
Type of License:	Class C Liquor License (LC) (Commercial) - Sunday Sales - Outdoor Service
Type of Request:	Renewal
Dates:	11/24/2015 - 11/23/2016
Sketch on file	x
Lease, Final Sales Contract or Warranty deed on file	x
Premises Address correct	x
Notarized Statement	x
Premise zoned correctly	x
Dram Shop: provided by applicants insurance company.	pending
Police background check run:	x
City Clerks office:	x

cc: Chief Staples
cc: Jamie Loffredo
cc: Planning and Zoning

City Clerks office requires
Lease agreement/contract

Sketch/drawing of premises
Notarized Statement
Dram Shop: provided by applicants insurance company.
Zoning: Development office

DRAFT



WARREN COUNTY BUSINESS PLEDGE FORM

Help us make Warren County a designated Home Base Iowa County and complete the pledge form below. This agreement serves as a commitment to becoming a Home Base Iowa Business. Home Base Iowa will use the business name in efforts to promote the Home Base Iowa program. Please list your company how you want it to appear publicly.

Employer Information:

Name of Company: City of Norwalk Iowa

Executive Contact and Title: Marketa Oliver, City Manager

Phone: 515/981-9520 Email Address: moliver@norwalk.iowa.gov

Human Resources Contact and Title: same

Phone: _____ Email Address: _____

Company Address: 705 North Avenue, Norwalk, IA 50211

Industry: Local Government

Does this letter of commitment apply to this single business location? ☐ Yes ☒ No

If no, please list all covered locations: City Hall, Public Works, Public Safety and Parks facilities

Employer Commitments to the Home Base Iowa Standards:

Our organization has set a goal to hire 1 veterans by December 31, 2018, assuming business conditions allow normal hiring and employment practices. We understand that our jobs pledge will be aggregated with pledges by other businesses across the state in promotion of Home Base Iowa.

X We commit to posting jobs on the Home Base Iowa website through the IowaJobs system.

Promotion of Home Base Iowa Businesses:

 We give permission to promote the specific number of jobs pledged by our organization.

Employer Signature: _____ Date: 11.20.15

Please Return completed Warren County Pledge Forms to:



Warren County Economic Development Corp.
111 N. Buxton Street – Indianola, IA 50125
Or email to Brennan Ginder at bginder@wcedc.com



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 6f
For Meeting of 11.19.2015

ITEM TITLE: Consideration of a Resolution approving the Chief of Police to dispose of city property

CONTACT PERSON(S): Greg Staples, Chief of Police

SUMMARY EXPLANATION:

Approximately 10 – 12 years ago, a member of the community donated a large safe to the police department. Upon receiving the item it was used to store back up tapes from the department stand-alone computer server. Upon consolidating the city computer network infrastructure to join with the school administration, the department no longer had a need to store back up computer server tapes. For the last several years the safe has been unused.

The police department would like to dispose of the safe.

 X Resolution _____ Ordinance _____ Contract _____ Other (Specify) _____

Funding Source: _____ TIF _____

APPROVED FOR SUBMITTAL _____
City Manager

STAFF RECOMMENDATION: Approve the resolution on the consent agenda by roll call vote.

Resolution No. _____

Approving the Disposal of City Equipment

WHEARAS, the City of Norwalk has ownership of a safe; and,

WHEREAS, the city desires to dispose of the safe because it is no longer being used; and,

WHEREAS, the above item will be offered for sale via sealed bids: and,

WHEREAS, if no bids are received, the item is deemed to have no marketable value and is of no further use to the city and will be disposed of appropriately.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Norwalk, Iowa, that staff is authorized to dispose of the safe.

PASSED AND APPROVED, this 19th day of November, 2015

Tom Phillips, Mayor

ATTEST:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Delker	___	___	___
Isley	___	___	___
Jackson	___	___	___
Kuhl	___	___	___
Livingston	___	___	___

SET DATE FOR HEARING ON
EXPANDED URBAN RENEWAL AREA
DESIGNATION AND URBAN
RENEWAL PLAN AMENDMENT

443891-44

Norwalk, Iowa

November 19th, 2015

The City Council of the City of Norwalk, Iowa, met on November 19, 2015, at 8:00 o'clock, a.m., at the City Hall, 705 North Avenue, in the City, for the purpose of setting a date for a public hearing on the designation of an expanded urban renewal area and on a proposed urban renewal plan amendment. The Mayor presided and the roll being called, the following members of the Council were present and absent:

Present:

Absent:

The Mayor announced that an amendment to the boundaries of the Norwalk Urban Renewal Area had been prepared, along with an amendment to the urban renewal plan for the area, and that it was now necessary to set a date for a public hearing on the proposed amended area and proposed amendment to the urban renewal plan. Accordingly, Council Member _____ moved the adoption of the following resolution entitled "Resolution Setting Date for a Public Hearing on Designation of the Expanded Norwalk Urban Renewal Area and on Urban Renewal Plan Amendment," and the motion was seconded by Council Member _____. Following due consideration, the Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____

Whereupon, the Mayor declared the resolution duly adopted as follows:

RESOLUTION NO. _____

Setting Date for Public Hearing on Designation of the Expanded Norwalk Urban Renewal Area and on Urban Renewal Plan Amendment

WHEREAS, this City Council of the City of Norwalk, Iowa (the “City”) by resolution previously established the Norwalk Urban Renewal Area (the “Urban Renewal Area”) and an adopted urban renewal plan (the “Plan”) for the governance of projects and initiatives therein; and

WHEREAS, a proposal has been made which shows the desirability of expanding the Urban Renewal Area to add and include all the property (the “Property”) lying within the legal description set out in Exhibit A; and

WHEREAS, this City Council is desirous of obtaining as much information as possible from the residents of the City before making this decision; and

WHEREAS, an amendment (the “Amendment”) to the Plan has been prepared which (1) covers the addition of the Property to the Urban Renewal Area; (2) deletes certain property (the “Deleted Property”) from the Urban Renewal Area; and (3) authorizes the undertaking of new urban renewal projects in the Urban Renewal Area consisting of (a) the construction of public infrastructure improvements between Highway 28 and Beardsley Street in connection with new commercial development; and (b) constructing improvements to Beardsley Street, and it is now necessary that a date be set for a public hearing on the designation of the expanded Urban Renewal Area and on the Amendment;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Norwalk, Iowa, as follows:

Section 1. This City Council will meet at the City Hall, 705 North Avenue, Norwalk, Iowa, on December 3rd, 2015, at 6 o’clock p.m., at which time and place it will hold a public hearing on the designation of the expanded Urban Renewal Area described in the preamble hereof and on the Amendment.

Section 2. The City Clerk shall publish notice of said hearing, the same being in the form attached hereto, which publication shall be made in a legal newspaper of general circulation in Norwalk, which publication shall be not less than four (4) and not more than twenty (20) days before the date set for hearing.

Section 3. Pursuant to Section 403.5 of the Code of Iowa, Marketa Oliver, City Manager and Wade Wagoner, Planning & Economic Development Director, are hereby designated as the City’s representatives in connection with the consultation process which is required under that section of the urban renewal law.

Section 4. The proposed Amendment is hereby submitted to the City's Planning and Zoning Commission for review and recommendations, as required by Section 403.5, Code of Iowa.

Section 5. This resolution supersedes Resolution 1015-15-121, which set the original hearing date for November 19th, 2015 at 6:00 p.m.

PASSED AND APPROVED November 19th, 2015.

Tom Phillips, Mayor

Attest:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Delker	—	—	—
Isley	—	—	—
Jackson	—	—	—
Kuhl	—	—	—
Livingston	—	—	—



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 6h
For Meeting of 11.19.2015

ITEM TITLE: Resolution Fixing Date for Public Hearing for the Closing and Vacation of Masteller Road in Norwalk, Iowa

CONTACT PERSON: Tim Hoskins, Public Works Director

SUMMARY EXPLANATION: Masteller Road is located in the northern area of the city connecting Beardsley Street to Sunset Drive. Over time the residents that were located on this segment of street have been removed. Due to the lack of need by the public to use this segment of street, it is requested that the right of way easement be vacated at this time.

With this action, a public hearing will be set for December 3, 2015 to hear comments from the public on the vacation of this right of way easement.

☒ Resolution _____ Ordinance _____ Contract _____ Other (Specify) _____

Funding Source: _____ N/A _____

APPROVED FOR SUBMITTAL _____

Marketa Oliver, City Manager

STAFF RECOMMENDATION: Approval of the resolution

RESOLUTION NO. _____

**Fixing a Date for Public Hearing for the Vacation of the
Right of Way Easement and the closing of Masteller Road**

WHEREAS, the right of way easement was granted to the City Of Norwalk in 1984 for the purposes of providing a means of ingress/egress to properties in that area; and,

WHEREAS, this segment of road is not needed for the use of the public; therefore, its maintenance at public expense is no longer justified; and,

WHEREAS, pursuant to Sections 306.11 through 306.16 of the 2015 Iowa Code addressing the closure and vacation of public right of way, a public hearing regarding the proposed closing and vacation of Masteller Road shall be held.

NOW, THEREFORE, be it resolved by the City Council of the City of Norwalk, Iowa, that the City Clerk be and is hereby directed to publish notice of a Public Hearing in a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this city. Publication shall be not less than four clear days nor more than twenty days prior to December 3, 2015.

PASSED AND APPROVED this 19th day of November, 2015.

Tom Phillips, Mayor

ATTEST:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Delker	___	___	___
Isley	___	___	___
Jackson	___	___	___
Kuhl	___	___	___
Livingston	___	___	___

Norwalk Community Development October 2015 Monthly Report



Economic Development:



Strong partnerships with Warren County and the Warren County Economic Development Commission enabled the City of Norwalk to offer incentives to commercial and industrial projects in an attempt to attract new business development. Through these incentives, the City attracted and facilitated the opening of its largest private employer, Loffredo in 2014. Loffredo recently decided to expand its operations to Norwalk in which they added Produce Innovations and reached out to local officials for assistance. The public-private partnership initiated to facilitate Loffredo's expansion amounted to a three-month process that included a rezone, a negotiated development agreement, an urban renewal amendment, site plan approval, and the issuance of industrial revenue bonds. Due to the partnership's quick action, the Produce Innovations 45,000 –square-foot facility is completed and Loffredo hired an additional 170 employees. For more information on the project please see the entire article on our website at www.norwalk.iowa.gov/WhatsNew/NewsItems.

The National Association of Development Organizations gave the City a 2015 NADO Award. The organization has been acknowledging creative approaches to regional community and economic development since 1986. Marketa Oliver and Wade Wagoner were present in New Orleans to present and discuss the project as well as attend training for economic development.

The City also continues to work with Mike Coppola and Scott McMurray to develop the NE corner of Beardsley Street and Highway 28. The City is in the process of amending its Urban Renewal Plan for this area to facilitate its development. Initial terms were highlighted in a preliminary development agreement. Additionally, the City is working on a Letter of Understanding and a Warranty Deed to finalize the land needed to start construction on Elizabeth Holland Park this winter.

Building Department - Permit Information:

The Development Services Department conducted internal interviews for the open Building Inspector position. Three candidates applied for the position and were all interviewed. Chris Campbell emerged as the panel's top choice and he has accepted the position. We are very excited for Chris to begin on December 1, 2015.

City of Norwalk -October New Construction Building Permits								
BP Issued	Single Family	Value	Townhome	Value	Multi-Family	Value	Commercial	Value
2015								
This month	9	\$ 2,327,947	2	\$ 611,923	0	\$ -	0	\$ -
YTD	96	\$ 28,743,107	38	\$ 8,144,747	0	\$ -	0	\$ -
FYD	40	\$ 10,962,356	13	\$ 2,987,492	0	\$ -	0	\$ -
2014								
This month	5	\$ 2,109,201	2	\$ 340,005	0	\$ -	1	\$ 345,864
YTD	67	\$ 20,726,115	6	\$ 1,573,749	6 (180 units)	\$ 19,285,963	2	\$ 4,418,833
FYD	23	\$ 7,035,303	4	\$ 951,928	4 (120 units)	\$ 12,340,784	1	\$ 345,864
2013								
This month	9	\$ 3,038,730	0	\$ -	0	\$ -	0	\$ -
YTD	73	\$ 19,696,656	21	\$ 5,516,923	0	\$ -	1	\$ 1,471,204
FYD	33	\$ 9,646,697	21	\$ 5,516,923	0	\$ -	0	\$ -
2012								
This month	1	\$ 363,128	4	\$ 704,210	0	\$ -	0	\$ -
YTD	45	\$ 12,782,601	6	\$ 1,123,742	0	\$ -	0	\$ -
FYD	20	\$ 5,834,873	4	\$ 704,210	0	\$ -	0	\$ -

OCTOBER BUILDING INSPECTIONS

Deck	16
Electrical	34
Final	24
Footing	15
Foundation Drain	3
Foundation Wall	10
Framing	61
Mechanical	30
Plumbing	51
Sheer Wall	5
Sidewalk/Approach	15
Tar/Tile/Gravel	8

TOTAL INSPECTIONS 272

Tony averaged 12.36 inspections a day during the 22 working days in October.

Building Permit Revenue Report			
PERMIT TYPE	MONTHLY TOTAL	OCTOBER REVENUE	FYD REVENUE
Apartment Building	0	\$ -	\$ -
Commercial Addition	0	\$ -	\$ -
Commercial Building	0	\$ -	\$ -
Commercial Remodel	0	\$ -	\$ 519.90
Deck	5	\$ 125.00	\$ 325.00
Demolition	0	\$ -	
Driveway	3	\$ 75.00	\$ 325.00
Electrical	7	\$ 470.00	\$ 3,010.00
Fence	5	\$ 125.00	\$ 625.00
Garage	3	\$ 462.20	\$ 1,085.59
Misc	2	\$ 50.00	\$ 168.99
Mechanical	2	\$ 160.00	\$ 2,482.00
Plumbing	4	\$ 320.00	\$ 3,806.00
Porch	2	\$ 230.33	\$ 230.33
Pool	0	\$ -	\$ 40.00
Residential (Single Family)	9	\$ 21,786.88	\$ 98,633.66
Residential Addition	0	\$ -	\$ -
Residential Remodel	2	\$ 356.93	\$ 1,328.00
Shed	1	\$ 25.00	\$ 150.00
Sidewalk	0	\$ -	\$ 25.00
Sign	0	\$ -	\$ 271.20
Townhome	2	\$ 5,351.99	\$ 31,009.53
	47	\$ 29,538.33	\$ 144,035.20

FY 15-16 Budget	Balance
\$120,000	\$ 24,035.20

Planning and Zoning Commission

The Planning and Zoning Commission met twice in October on the 12th and 26th. The following items were considered.

On **October 12th** the following items were considered:

1. Request from Cort Landing, LLC to approve the Preliminary Plat of the Cort Landing Plat 1
2. Request from United Properties Invest Co LLC to approve the Final Plat of The Village on the Ridge

On **October 26th** the following item was considered:

1. Request from Kruse Development to approve the Preliminary Plat of Timber View

Futures items discussed were:

- a. City Council Workshop
- b. SubArea 1 Master Plan RFP
- c. Legacy Plat 19 Construction Documents
- d. Rolling Green Plat 5 Final Plat
- e. Estates on the Ridge Plat 2 Construction Documents
- f. Old School Plat 2 Final Plat
- g. Orchard View Plat 3 Construction Documents
- h. Orchard Hills Villas Plat & Site Plan
- i. North Shore Planned Unit Development
- j. Edencrest at Legacy Site Plan
- k. Comprehensive Plan Amendment for Trail Map

Board of Adjustment

The Board of Adjustment did not meet in October.

Code Enforcement

We have some on-going items, but nothing new to report.



TO: HONORABLE MAYOR AND MEMBERS OF COUNCIL
FROM: RYAN COBURN, ASSISTANT FIRE CHIEF
SUBJECT: MONTHLY REPORT – SEPTEMBER 2015
DATE: NOVEMBER 11, 2015
CC: MARKETA OLIVER, CITY MANAGER

Significant Incidents

- There were two significant incidents this month:
 - On 10/19 at approximately 01:00am Crews were dispatched to a structure fire at 3817 Bluestem Rd. Upon arrival crews found a large amount of fire involving the deck and roof of a large residence. Crews quickly extinguished the fire immediately before the fire penetrated the attic space and spreading to the entire structure. Occupants were alerted by smoke detectors and made it out safely. Norwalk crews were able to have water on the fire of this structure with-in 10 minutes of time of call. This is a testament to having staffing in-house which greatly reduced the time of the first arriving truck, which directly impacted the outcome.
 - On 10/20 at approximately 17:07pm Norwalk Fire Crews responded to 4212 R-57 for a large structure fire involving a 6 bay garage fueled by a large propane tank. This was a mutual aid response assisting NWFD. Crews were assisted by resources from Carlisle, West Des Moines, and NWFD. No injuries were reported and the structure and its contents were a total loss.

Training

- Norwalk Fire Department completed Fire Training on the use of hose lays and hose lines in a defensive fire operation, (fighting fire from outside a structure).
- EMS training covered traumatic injury and was taught by Brian Eppers of Iowa Army National Guard, and Norwalk Fire Department.

Statistical Reporting

- Total number of responses for October - 71
- Fire - 60
- EMS - 11
- Commercial Inspections 9

New Ambulance

The fire department took delivery of the new ambulance on the 29th of October. The radio and communication equipment have been placed and lettering is in the process of being completed. An anticipated in-service date of the new ambulance is Nov. 22

Part-time hire

Paramedic firefighter Jason Kling was hired in early October and has completed the orientation process. Jason brings several years of experience to the Department from working with the Indianola Fire Department and Broadlawns Medical Center in the Emergency Department.



**Board of Trustees
Fiscal Year 2016**

Board of Trustees

Tom Dunn
President

Andrea Johnson
Treasurer

Dyann Vilez
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Elizabeth Thompson

Judy Corcoran

Steve Clarke

Cindy Gavin

Holly Sealine
Director

**Norwalk Easter Public Library
Monthly Director's Report
November 2015**

Monthly Statistics (Used for Annual Report to Sate Library):

- Library Visitors during previous month: 5,851
 - 5.3% increase from October 2014
- Circulation of items during previous month:
 - 6,553 (items within library)
 - 576 (Bridges/Wilbor items)
 - 42 (Zinio items)
 - **7,171 Total**
- New Accounts during previous month:
 - 45 adult accounts
 - 14 juvenile accounts
- Meeting Room Rentals during previous month:
 - 22 rentals
- Reference Interactions during previous month:
 - *N/A – will start in November for remainder of year*
- Library Volunteers during the previous month:
 - 1 participants
 - 2.5 number of hours volunteered
- Programming Statistics:

	# of Programs	# of Participants
Children's	60	675
Teen	1	2
Adult	9	36
Adult Outreach	4	4
Technology Help Sessions	0	0
Exam Proctoring	0	0

Assistant Director:

Annette is back from her maternity leave and has been working hard to catch up. She has been cataloging, ordering, and helping to keep the library running while Director Sealine was out for a couple of weeks in October for a family emergency. Here are a few of her stats for the month:

October Stats:	
Total # of Items Added	273
Total # of Items Withdrawn	16

Youth Services:

We had over 75 children and their families join us for Trick or Treat at the library! We painted pumpkins, played games, and saw some great costumes! Our next holiday event – Christmas at the Library – is coming up fast on December 1st! Santa and his reindeer will be here, along with some fun crafts and games. For our Early Out Wednesdays this month, we built with Legos, made sculptures, slime, and learned about measurements. We held 13 regularly scheduled story-times this month as well as 2 outreach story-times to area preschools.

Adult Services:

- Tech @ 10 is just taking off and we had 3 attendees total this month
- The PEO outreach program had 9 participants, after the PowerPoint presentation of our services, we took a tour of the library and one person got a new library card, one renewed and everyone took brochures for programs.
- Craft Spa night of 8 participants made sugar scrub, body lotion, foot soak and a neck warming pillow.
- Trending Topics “Chillax” (Chill out and relax) had 12 people attend. They practiced massage techniques, demonstrated by a licensed massage therapist, used different massage tools (foot, neck and back), did foot soaks, hand waxing, gel masks, colored, enjoyed essential oils diffuser and had healthy snacks of fruit, cheese, crackers, smoothies, herbal tea and got a take-home stress kit.
- The “Back to the Future” night out was small with 4 people, but they had fun wearing buttons with quotes and images from the movie. We played a trivia game and had popcorn and beverages while they watched the movie.



October 2015 Park and Recreation Activities

October Highlights

The Sports Complex was a host site for the Norwalk High School cross country meet and held its last tournament for the season. Ghostly Good Times saw an abundance of ghosts and goblins this year at the Public Safety Building with approximately 80 in attendance. Monster Dash is a new event that was held on Oct 31. First time event went well and we have a few suggestions what to do different next year. Soccer, football, ASL and Jr Warrior Chef Club finished their session. Youth volleyball, Women's volleyball, Adult basketball, Early Out Craft/Art classes, Babysitting class, began theirs.

Park Commission Board

The commission meeting was held on Oct 7. Old business discussed: the future dog parks' balance collected is \$7,700 to date, and a grant had been applied for additional funding; Aquatic center repairs needed and collecting bids for such repairs for the council workshop meeting; Jazz in July event and how well it went; Soccer contract and the issues we had getting it updated and signed. New business: Tiling at the city park lowest bid was \$3250.00 and will be done yet this fall by Terry Halverson; concerns with the current lessee of the sports complex concession stand with regards of putting it back up for bid for new personnel; and new items consisting of a Fun Run, park @ Orchard Trail and the CIAC committee being formed.

Staff

Our staff was involved in various activities this October with organizing and participating in Ghostly Good Time and the Monster Dash. We organize the Lakewood Intramural Kickball tournament with Mrs. Hoskins's 3rd grade class the winner this year. Winterization has begun at the sports complex.

Activity	Team	Participants
Mad Science of Ia		7
Early Out Craft Club		10
5th & 6th Basketball	5	50
Kindergarten Basketball		58
Pre K Basketball		43
Ballroom Dance	6	12
Line Dance		7
Adult Pickup BB		27
Youth Volleyball		40
Women's Volleyball	9	54
Early Out Art Class		11
Babysitting Clinic		12
Iowa Wild Tickets		8
OPALS		8
Monster Dash		42
Comm Ed: Knitting		3
Ghostly Good Times		80

Submitted by
Nancy Kuehl, Director



TO: HONORABLE MAYOR AND MEMBERS OF COUNCIL
FROM: GREG STAPLES, CHIEF OF POLICE
SUBJECT: MONTHLY REPORT –OCTOBER 2015
DATE: NOVEMBER 19, 2015
CC: MARKETA OLIVER, CITY MANAGER

Significant Incidents

- On the 27th, Chief Staples accepted the third place award in the National Law Enforcement Challenge traffic safety competition. The award is given by the International Association of Chiefs of Police and the third place in the nation showing is the first time an Iowa police department has won.
- Two houses under construction in the new section of the Legacy were broken into and had tools stolen
- A stump grinder was stolen from the parking lot of the tree service company across the street from City Hall.
- Calls for service are up 18.3% year to date

Community Policing / Involvement

- On the 2nd, Chief Staples read to the children at Main Street Montessori school
- On the 10th, Chief Staples passed out information and spoke to residents at the Lions Club pancake breakfast
- On the 10th Chief Staples attended Community Chat
- On the 13th Chief Staples attended the SIAC kick off meeting at Eastview
- On the 15th Chief Staples attended the Norwalk Ministerial Association meeting
- On the 16th Officer Hepperly and Chief Staples meet with reporters from the Indianola Record Herald to do a story on the Walk About Project
- On the 22nd Chief Staples attended the Norwalk Chamber lunch meeting
- On the 28th, Officer Hutchinson made a safety presentation at the Cedarbrooke Place Apartments safety day
- The bike patrol operated for a total of 8 hours. Bike patrol officers were deployed on Beggars Night to pass out candy, give safety information and patrol the streets.

Training

- Chief Staples attended the International Association of Chiefs of Police conference in Chicago. Training topics included, building trust, community policing, crime control and social media.
- Sergeants Downing and Martin attended rifle instructor recertification

- Sergeant Downing attended pistol instructor recertification
- Officer Albers received training in the procedures for evidence room item handling
- Officers Spurr, Criswell and Parker began to teach the DARE program to this years 5th graders

Statistical Reporting

Traffic and General Activities

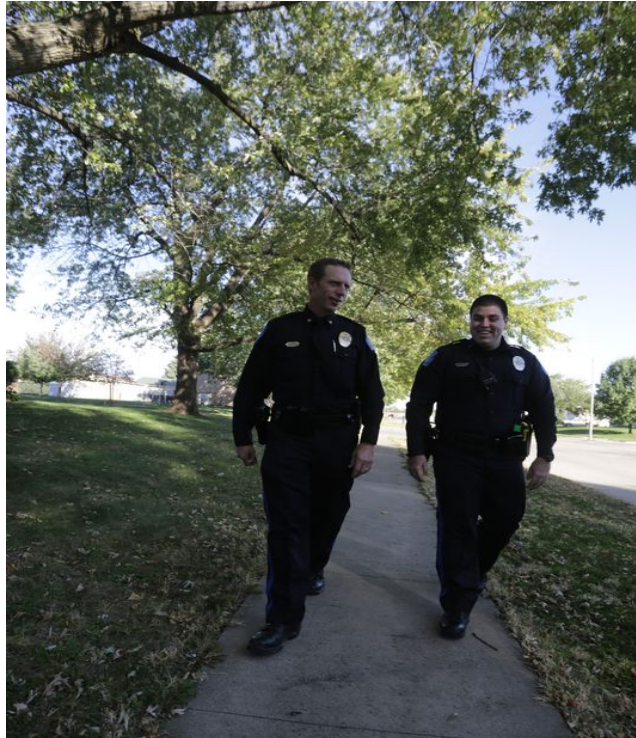
	Oct	Oct	
	2014	2015	Change
Traffic Related			
Traffic Stops	79	92	13
Moving Violations	19	18	-1
<i>Speeding</i>	16	9	-7
Impaired Driving	3	5	2
Equipment / License Citations	9	12	3
<i>Occupant Protection</i>	1	0	-1
Written Warnings	42	46	4
Crash Investigations	7	9	2
General Activities	2014	2015	Change
Drug Investigations	2	4	2
Officer Initiated Incidents	3	6	3
Public Service Calls	62	61	-1
Calls For Service	511	537	26

The 5 Impaired Driving arrests make 32 year to date. This is 10 more than all of last year.

Criminal Incidents

	Oct	Oct	
	2014	2015	Change
Crimes Against Person			
Assault Offenses	4	4	0
Sexual Assault Forcible	0	1	1
Sexual Assault Non-Forcible	0	0	0
Robbery	0	0	0
Homicide	0	0	0
<i>Subtotal</i>	4	5	1
Crimes Against Property	2014	2015	Change
Burglary	1	2	1
Fraud / Forgery / Embezzle	2	2	0
Theft / Larceny	9	11	2
Motor Vehicle Theft	4	0	-4
Property Damage	1	4	3
<i>Subtotal</i>	17	19	2
Total	21	24	3

Out and About with the NPD



Chief Staples and Officer Hepperly during the Walk About Project



Officer Hutchinson helping carve a pumpkin at Cedarbrooke Place safety day

MEMORANDUM

TO: Tom Phillips, Mayor; Norwalk City Council
FROM: Tim Hoskins, Public Works Director
CC: Marketa Oliver, City Manager
DATE: November 19, 2015
RE: Public Works Activity Report
Period: October, 2015

NOTICEABLY NORWALK.

WATER ACTIVITIES:

- Daily master pit readings
- Installation of meters with new development and change-outs
- Utility locates
- Perform chlorine samples as required for IDNR reporting
- Test tracer wire for water mains in new developments as part of acceptance
- Complete Monthly Operating Report for IDNR
- Transport bacterial tests to DMWW Lab
- Conduct service disconnects due to failure to pay

WASTEWATER ACTIVITIES:

- Perform lift station daily checks and recording
- Clean collection system mains
- Perform 6 month cleaning
- Clean lift station grit baskets

ANIMAL CONTROL:

- Pick up dogs
- Clean and sanitize kennel
- Dispose of dead animals

ROADWAY RELATED ACTIVITIES:

- Pavement repairs and panel replacements.
- Street repair at 1707 Parkhill Dr.
- Tree and sidewalk repairs at 1107 Hunter

CUSTODIAL/BUILDING & GROUNDS MAINTENANCE ACTIVITIES:

- Conduct monthly inspections
- Install picnic tables on concrete pads and anchor
- Assist with City Park tiling project, deliver gravel, haul dirt
- Set up tables and chairs in council chambers
- Provide quotations for pool repairs

- Check boilers for operating ability
- Complete work order for building maintenance
- Install fencing for Octoberfest at City State Bank
- General cleaning & custodial at city buildings
-

TRANSPORTATION:

- Repairs to bat wing mower
- Street repairs at 1107 Parkhill
- Start preparation of snow and ice equipment
- Install rock in drainage ditch behind East 17th Street
- Deliver and pick up barricades for football games
- Deliver and pick up barricades for block parties
- Street repairs North Ave. at 2626
- Remove trees and weeds from bridge ends
- Installation of retaining walls around trees on Happy Hollow
- Install temporary sidewalks on the Wakonda Project
- Mow right of way
- Fill potholes
- Grade shoulders on Beardsley and remove excess dirt
- Trim weeds on Sunset Dr.
- Complete installation of retaining wall on Happy Hollow
- Install gate on old section of Hwy 28 north of Echo Drive

STORMWATER INSPECTIONS AND REPORTING:

- Intake repairs and reconstructions in a number of locations
- Intake repairs at 1024 Norwood Ct.
- Staff attends annual training at IAMU
- Clean debris from Culvert on Sycamore

We were busy keeping up with construction activities in October. Listed below is the list of inspections that took place.

ROLLING GREENS PLATS 5, 6 & 7	DAVID ALBRIGHT		RETURN COMPLIANCE
2734 SHADY LANE DR	BRENIZER BUILDERS		RETURN COMPLIANCE
Wakonda DRIVE SPOIL PILE	CITY OF NORWALK	UNFOUNDED 10/05/2015	COMPLAINT
ORCHARD TRAIL 4	TROST DEVELOPMENT		RANDOM
128 ORCHARD TRAIL	JERRY'S HOMES	EROSION CONTROLS	RANDOM
3367 SILVERADO DR	DAWN COLLINS		RANDOM
9085 42ND LANE	FORD HOMES OF IOWA		RANDOM

8318 ADAMS ST	FINDLEY, CYNTHIA	EROSION CONTROLS	RANDOM
3367 SILVERADO DR	DAWN COLLINS		QUARTERLY
ECHO VALLEY CONSTRUCTION	UNITED PROPERTIES INVESTMENTS CO		QUARTERLY
102 W HIGH RD	ORTON HOMES	STABILIZED	RANDOM
121 W. HIGH RD	HAPPE HOMES	STABILIZED	RANDOM
118 W HIGH RD	ORTON HOMES	STABILIZED	RANDOM
1903 WETHERSFIELD DR	HUBBELL	STABILIZED	RANDOM
1815 WETHERSFIELD DR	HUBBELL	STABILIZED	RANDOM
1803 WETHERSFIELD DR	GENESIS HOMES	STABILIZED	RANDOM
1808 WETHERSFIELD DR	CLASSIC BUILDERS	STABILIZED	RANDOM
417 SYCAMORE DR	HAPPE HOMES	STABILIZED	RANDOM
1927 WETHERSFIELD DR			RANDOM
2734 SHADY LANE DR	BRENIZER BUILDERS	WASH-OUT	RANDOM
9423 CONEFLOWER CIR	TRUVIEW HOMES	STABILIZED	RANDOM
9417 CONEFLOWER CIRCLE	HALL OF FAME HOMES	PORT-A-POTTY	RANDOM
9442 FOXTAIL CIRCLE	LIFESTYLE DEVELOPMENT	STABILIZED	RANDOM
9424 FOXTAIL CIRCLE	OAKWOOD BUILDERS	STABILIZED	RANDOM
ESTATES ON THE RIDGE	VISTA		RANDOM
330 GEORGETOWN PLACE	HAPPE HOMES		RANDOM
THE VILLAGE ON THE RIDGE	ECHO VALLEY REALTY LC		RANDOM
LEGACY POINTE PLAT 3	R.M. MADDEN CONST.		QUARTERLY
2884 PARK PLACE	R.M. MADDEN CONST.	STABILIZED	RANDOM
2886 PARKPLACE	R.M. MADDEN CONST.	STABILIZED	RANDOM
LEGACY DEVELOPMENTS	HUBBELL	EROSION CONTROLS	QUARTERLY
1913 WETHERSFIRLD DR	HUBBELL	STABILIZED	RANDOM
106 WEST HIGH ROAD	HUBBELL	STABILIZED	RANDOM
110 WEST HIGH ROAD	HUBBELL	STABILIZED	RANDOM
1711 WETHERSFIELD	ORTON HOMES	STABILIZED	RANDOM
1717 WETHERSFIELD	ANTHONY SAMUELSON	STABILIZED	RANDOM
1908 WETHERSFIELD DR	HUBBELL	STABILIZED	RANDOM
BLOOMING HEIGHTS	DILIGENT DEVELOPMENTS		QUARTERLY
2734 SHADY LANE DR	BRENIZER BUILDERS		RANDOM
9040 PRAIRIE CLOVER CT	BRIGHTON HOMES		RANDOM
502 ORCHARD HILLS DR	HAPPE HOMES	MUD ON STREET	RANDOM
ORCHARD TRAIL PLAT 4	TROST DEVELOPMENT	EROSION CONTROLS	QUARTERLY
ORCHARD TRAIL 3&4 ORCHARD RIDGE 1&2 ORCHARD HILLS 4	DILIGENT DEVELOPMENTS	EROSION CONTROLS	QUARTERLY
PARCEL ID #64229013000	ORCHARD VIEW LLC	EROSION CONTROLS	RANDOM

1927 WETHERSFIELD DR		WASH-OUT	RANDOM
THE VILLAGE ON THE RIDGE	ECHO VALLEY REALTY LC	EROSION CONTROLS/ INTAKE BAGS	QUARTERLY
Wakonda DRIVE/ SPOIL PILE	CITY OF NORWALK	INTAKE BAGS/ CLEAN UP AT WASHOUT	QUARTERLY
9306 ECHO RIDGE TRAIL	BUSSANAMAS	STABILIZED	RANDOM

NUISANCE ACTIVITY:

Listed below are the monthly activities associated with Nuisance Abatements:

615 JACKSON AVE	LANKFORD, CURTIS J/CRAIG H	DEBRIS//GRASS//WEEDS
616 JACKSON AVE	WALTZ, JAMES F/SANDRA K	VEHICLE OVER TIME/RUBBISH&DEBRIS
914 HUNTER DR	SHIPMAN, JAMES R	JUNK VEHICLE
PARCEL ID'S 63242040020 &63240030010	BLK INVESTMENTS LLC	GRASS/WEEDS
2020 SWAN DR	CROW, STEVEN WAYNE	GRASS/WEEDS
2020 SWAN DR	CROW, STEVEN WAYNE	GRASS/WEEDS
SCHOOL PARK ADD LOT 3	ARTHA 3 LLC	DEBRIS//GRASS//WEEDS
1407 HUNTER DR	SWACKHAMMER, MATTHEW STEVEN/SWACKHAMMER, STEVEN LYNN	GRASS/WEEDS
612 NORTH AVE	HUGHES, LARRY L TST	BRUSH
8922 OLD ORCHARD	ROMAN, ROBERT J	DOG DOO ON YARD
1208 CHERRY PKWY	LFN PROPERTIES LLC	FENCE
104 CHERRY ST	ARNIES PROPERTIES 6 LLC	RUBBISH/DEBRIS

ADMINISTRATIVE:

- Prepare documents for council meetings
- Conduct interviews for public works candidates
- Review plats
- Participate in progress meeting for Wakonda Dr. NCIS
- Attend SCCIC meeting in Altoona
- Participate in interviews for finance director
- Attend presentation for possible development
- Attend WRA Board meeting
- Attend MWA Board meeting
- Conduct inspections of public infrastructure in Orchard View Plat 2
- Participate in progress meeting for Holly Dr. NCIS
- Meet with construction manager for Regional Detention project.
- Meet with Catholic church for trail project

Annual Urban Renewal Report, Fiscal Year 2014 - 2015

Levy Authority Summary

Local Government Name: NORWALK
Local Government Number: 91G878

Active Urban Renewal Areas	U.R. #	# of Tif Taxing Districts
NORWALK URBAN RENEWAL	91005	12

TIF Debt Outstanding: 16,301,716

TIF Sp. Rev. Fund Cash Balance as of 07-01-2014:	1,592,108	0	Amount of 07-01-2014 Cash Balance Restricted for LMI
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TIF Revenue:	2,610,462
TIF Sp. Revenue Fund Interest:	622
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
Total Revenue:	2,611,084

Rebate Expenditures:	648,515
Non-Rebate Expenditures:	1,139,146
Returned to County Treasurer:	0
Total Expenditures:	1,787,661

TIF Sp. Rev. Fund Cash Balance as of 06-30-2015:	2,415,531	0	Amount of 06-30-2015 Cash Balance Restricted for LMI
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**Year-End Outstanding TIF
Obligations, Net of TIF Special
Revenue Fund Balance:** 12,098,524

♣ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

Urban Renewal Area Data Collection

Local Government Name: NORWALK (91G878)
 Urban Renewal Area: NORWALK URBAN RENEWAL
 UR Area Number: 91005

 UR Area Creation Date: 11/1997

 UR Area Purpose: economic development

Tax Districts within this Urban Renewal Area	Base No.	Increment No.	Increment Value Used
NORWALK CITY/NORWALK SCH/ORIGINAL UR TIF INCREM	91214	91215	26,614,726
NORWALK CITY/NORWALK SCH/AMEND 2 HOUSE UR TIF INCREM	91220	91221	0
NORWALK CITY AG/NORWALK SCH/AMEND 3 COL MED UR TIF INCREM	91222	91223	48,651
NORWALK CITY/NORWALK SCH/AMEND 4 LEGACY UR TIF INCREM	91237	91238	9,594,808
NORWALK CITY AG/NORWALK SCH/LEGACY AMEND 4 UR TIF INCREM	91239	91240	0
NORWALK CITY/NORWALK SCH/AMEND 3 COL MED UR TIF INCREM	91241	91242	23,829,753
NORWALK CITY/NORWALK SCH/AMEND 1 NBC UR TIF INCREM	91243	91244	4,502,943
NORWALK CITY AG/NORWALK SCH/ORIGINAL UR TIF INCREM	91245	91246	9,939
NORWALK CITY/NORWALK SCH/AMEND 5 ECHO VALLEY UR TIF INCREM	91252	91253	13,705,106
NORWALK CITY AG/NORWALK SCH/AMEND 5 ECHO VAL UR TIF INCRE	91254	91255	109,780
NORWALK CITY AG/NORWALK SCH/UR AREA #2 TIF INCREM	91327	91328	13,900
NORWALK CITY/NORWALK SCH/URAREA #2 TIF	91331	91332	1,460,079

Urban Renewal Area Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	585,700	66,409,570	46,416,270	1,572,510	0	-53,708	114,930,342	0	114,930,342
Taxable	254,194	36,126,917	44,095,458	1,493,885	0	-53,708	81,916,746	0	81,916,746
Homestead Credits									114

TIF Sp. Rev. Fund Cash Balance as of 07-01-2014: **1,592,108** **0** **Amount of 07-01-2014 Cash Balance Restricted for LMI**

TIF Revenue: 2,610,462
 TIF Sp. Revenue Fund Interest: 622
 Property Tax Replacement Claims 0
 Asset Sales & Loan Repayments: 0
Total Revenue: 2,611,084

Rebate Expenditures: 648,515
 Non-Rebate Expenditures: 1,139,146
 Returned to County Treasurer: 0
Total Expenditures: 1,787,661

TIF Sp. Rev. Fund Cash Balance as of 06-30-2015: **2,415,531** **0** **Amount of 06-30-2015 Cash Balance Restricted for LMI**

Projects For NORWALK URBAN RENEWAL

2001 McAninch Sports Complex

Description:	municipal ball fields
Classification:	Municipal and other publicly-owned or leased buildings
Physically Complete:	Yes
Payments Complete:	No

Expanded Fire (2005B Bond issue)

Description:	expanded fire station at the public safety building
Classification:	Municipal and other publicly-owned or leased buildings
Physically Complete:	Yes
Payments Complete:	No

City Hall (2010D Bond Issue)

Description:	City Hall rennovation
Classification:	Municipal and other publicly-owned or leased buildings
Physically Complete:	Yes
Payments Complete:	No

Public Works (2010A Bond Issue)

Description:	Public Works Facility Construction
Classification:	Municipal and other publicly-owned or leased buildings
Physically Complete:	Yes
Payments Complete:	No

Echo Valley Golf Course

Description:	Private golf course development
Classification:	Recreational facilities (lake development, parks, ball fields, trails)
Physically Complete:	Yes
Payments Complete:	No

Holmes Chevrolet

Description:	construction of Chevrolet dealership
Classification:	Commercial - retail
Physically Complete:	Yes
Payments Complete:	No

Fiber Optics

Description:	connecting city facilities via fiber optics
Classification:	Municipal and other publicly-owned or leased buildings
Physically Complete:	Yes

Payments Complete:	No
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Westcom

Description:	upgrading public safety communications per federal mandates
Classification:	Municipal and other publicly-owned or leased buildings
Physically Complete:	Yes
Payments Complete:	No

Public Works

Description:	expanding public works storage and work facilities (additional expenditures outside of bond proceeds)
Classification:	Municipal and other publicly-owned or leased buildings
Physically Complete:	Yes
Payments Complete:	No

City Hall

Description:	expanding and rennovating city hall (additional expenses outside of bond proceeds)
Classification:	Municipal and other publicly-owned or leased buildings
Physically Complete:	Yes
Payments Complete:	No

Colonial Parkway

Description:	road construction for Capital City Fruit Project
Classification:	Industrial/manufacturing property
Physically Complete:	Yes
Payments Complete:	No

2001 Norwalk Business Center

Description:	land acquisition and infrastructure
Classification:	Industrial/manufacturing property
Physically Complete:	Yes
Payments Complete:	No

2001 Legacy Infrastructure

Description:	streets, right-of-way acquisition, construction
Classification:	Mixed use property (ie: a significant portion is residential and significant portion is commercial)
Physically Complete:	Yes
Payments Complete:	No

Capital City Fruit

Description:	new building construction
Classification:	Commercial - retail
Physically Complete:	Yes
Payments Complete:	No

La Quercia

Description:	expansion of existing business
Classification:	Commercial - retail
Physically Complete:	Yes
Payments Complete:	No

O'Leary

Description:	construction of funeral home and floral shop
Classification:	Commercial-Medical
Physically Complete:	Yes
Payments Complete:	No

2012A Emergency Equipment

Description:	acquisition of emergency communications and dispatch equipment
Classification:	Municipal and other publicly-owned or leased buildings
Physically Complete:	Yes
Payments Complete:	No

2012B Refunding

Description:	refunding of previously issued urban renewal debt
Classification:	Commercial - retail
Physically Complete:	Yes
Payments Complete:	No

Iowa Health

Description:	new medical facilites
Classification:	Commercial-Medical
Physically Complete:	Yes
Payments Complete:	No

Echo Valley Ridge

Description:	residential properties
Classification:	Residential property (classified residential)
Physically Complete:	Yes
Payments Complete:	No

Mc Aninch Sports Fields

Description:	Athltetic resurfacing and related costs
Classification:	Recreational facilities (lake development, parks, ball fields, trails)
Physically Complete:	Yes
Payments Complete:	No

Bond registration fees

Description:	Payment to paying agent for all bonds
Classification:	Administrative expenses
Physically Complete:	Yes
Payments Complete:	No

2010C Refunding

Description:	Refunding Bonds
Classification:	Municipal and other publicly-owned or leased buildings
Physically Complete:	Yes
Payments Complete:	No

Loffredo

Description:	New Building Construction
Classification:	Industrial/manufacturing property
Physically Complete:	No
Payments Complete:	No

Hy-Vee

Description:	New Building Construction
Classification:	Commercial - retail
Physically Complete:	No
Payments Complete:	No

Economic Development

Description:	Economic Development Expenses
Classification:	Administrative expenses
Physically Complete:	No
Payments Complete:	No

Rowe Industrial Development

Description:	Industrial Development
Classification:	Industrial/manufacturing property
Physically Complete:	Yes
Payments Complete:	No

FY15 Admin Advance

Description:	Administrative Advances
Classification:	Administrative expenses
Physically Complete:	Yes
Payments Complete:	Yes

Regional Stormwater Detention

Description:	Regional Stormwater Detention
Classification:	Industrial/manufacturing property
Physically Complete:	No
Payments Complete:	No

Debts/Obligations For NORWALK URBAN RENEWAL

GO Urban Renewal Bonds, 2010A

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	4,015,000
Interest:	1,286,200
Total:	5,301,200
Annual Appropriation?:	No
Date Incurred:	08/25/2010
FY of Last Payment:	2030

GO Refunding 2010C

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	100,000
Interest:	1,500
Total:	101,500
Annual Appropriation?:	No
Date Incurred:	08/25/2010
FY of Last Payment:	2015

GO Urban Renewal Bonds, Series 2010D

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	1,270,000
Interest:	401,135
Total:	1,671,135
Annual Appropriation?:	No
Date Incurred:	10/21/2010
FY of Last Payment:	2030

GO Refunding Bonds 2012B

Debt/Obligation Type:	Gen. Obligation Bonds/Notes
Principal:	1,525,000
Interest:	79,660
Total:	1,604,660
Annual Appropriation?:	No
Date Incurred:	04/04/2012
FY of Last Payment:	2020

Economic Development Partners

Debt/Obligation Type:	Internal Loans
Principal:	0
Interest:	0
Total:	0
Annual Appropriation?:	Yes
Date Incurred:	06/20/2013
FY of Last Payment:	2015

FY15 Admin Advances

Debt/Obligation Type:	Internal Loans
Principal:	115,218
Interest:	0
Total:	115,218
Annual Appropriation?:	Yes
Date Incurred:	07/01/2014
FY of Last Payment:	2015

2501 Sunset (Holmes Chevrolet)

Debt/Obligation Type:	Rebates
Principal:	618,971
Interest:	0
Total:	618,971
Annual Appropriation?:	Yes
Date Incurred:	04/07/2005
FY of Last Payment:	2021

Priebe

Debt/Obligation Type:	Rebates
Principal:	532,596
Interest:	0
Total:	532,596
Annual Appropriation?:	Yes
Date Incurred:	05/16/2005
FY of Last Payment:	2020

Echo Valley/The Ridge (Coppola)

Debt/Obligation Type:	Rebates
Principal:	3,600,811
Interest:	0
Total:	3,600,811
Annual Appropriation?:	Yes
Date Incurred:	06/26/2004
FY of Last Payment:	2020

Capital City Fruit

Debt/Obligation Type:	Rebates
Principal:	1,261,696
Interest:	0
Total:	1,261,696
Annual Appropriation?:	Yes
Date Incurred:	04/22/2011
FY of Last Payment:	2024

La Quercia

Debt/Obligation Type:	Rebates
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Principal:	92,948
Interest:	0
Total:	92,948
Annual Appropriation?:	Yes
Date Incurred:	06/21/2012
FY of Last Payment:	2024

O'Leary

Debt/Obligation Type:	Rebates
Principal:	37,789
Interest:	0
Total:	37,789
Annual Appropriation?:	Yes
Date Incurred:	03/07/2013
FY of Last Payment:	2020

Colonial Parkway

Debt/Obligation Type:	Internal Loans
Principal:	0
Interest:	0
Total:	0
Annual Appropriation?:	Yes
Date Incurred:	06/20/2013
FY of Last Payment:	2015

Loffredo

Debt/Obligation Type:	Rebates
Principal:	159,000
Interest:	0
Total:	159,000
Annual Appropriation?:	Yes
Date Incurred:	12/27/2013
FY of Last Payment:	2019

Hy-Vee

Debt/Obligation Type:	Rebates
Principal:	0
Interest:	0
Total:	0
Annual Appropriation?:	Yes
Date Incurred:	11/06/2014
FY of Last Payment:	2030

Chamber

Debt/Obligation Type:	Other Debt
Principal:	40,500
Interest:	0
Total:	40,500
Annual Appropriation?:	Yes

Date Incurred:	06/15/2014
FY of Last Payment:	2017

Iowa Health

Debt/Obligation Type:	Rebates
Principal:	35,399
Interest:	0
Total:	35,399
Annual Appropriation?:	Yes
Date Incurred:	03/05/2009
FY of Last Payment:	2015

Rowe

Debt/Obligation Type:	Rebates
Principal:	103,715
Interest:	0
Total:	103,715
Annual Appropriation?:	Yes
Date Incurred:	09/17/2009
FY of Last Payment:	2023

Stormwater Detention

Debt/Obligation Type:	Other Debt
Principal:	1,024,578
Interest:	0
Total:	1,024,578
Annual Appropriation?:	Yes
Date Incurred:	03/06/2014
FY of Last Payment:	2018

Non-Rebates For NORWALK URBAN RENEWAL

TIF Expenditure Amount:	309,170
Tied To Debt:	GO Urban Renewal Bonds, 2010A
Tied To Project:	Public Works (2010A Bond Issue)

TIF Expenditure Amount:	99,380
Tied To Debt:	GO Urban Renewal Bonds, Series 2010D
Tied To Project:	City Hall (2010D Bond Issue)

TIF Expenditure Amount:	264,960
Tied To Debt:	GO Refunding Bonds 2012B
Tied To Project:	2012B Refunding

TIF Expenditure Amount:	101,500
Tied To Debt:	GO Refunding 2010C
Tied To Project:	2010C Refunding

TIF Expenditure Amount:	115,218
Tied To Debt:	FY15 Admin Advances
Tied To Project:	FY15 Admin Advance

TIF Expenditure Amount:	13,500
Tied To Debt:	Chamber
Tied To Project:	Economic Development

TIF Expenditure Amount:	129,850
Tied To Debt:	Stormwater Detention
Tied To Project:	Regional Stormwater Detention

TIF Expenditure Amount:	101,068
Tied To Debt:	FY15 Admin Advances
Tied To Project:	Economic Development

TIF Expenditure Amount:	4,500
Tied To Debt:	FY15 Admin Advances
Tied To Project:	Bond registration fees

Rebates For NORWALK URBAN RENEWAL

2501 Sunset

TIF Expenditure Amount:	122,344
Rebate Paid To:	Holmes Chevrolet
Tied To Debt:	2501 Sunset (Holmes Chevrolet)
Tied To Project:	Holmes Chevrolet
Projected Final FY of Rebate:	2021

801 Colonial Circle

TIF Expenditure Amount:	35,399
Rebate Paid To:	Iowa Health
Tied To Debt:	Iowa Health
Tied To Project:	Colonial Parkway
Projected Final FY of Rebate:	2014

3150 Echo Valley Drive

TIF Expenditure Amount:	88,766
Rebate Paid To:	Colonial Meadows, LC (Priebe)
Tied To Debt:	Priebe
Tied To Project:	Echo Valley Golf Course
Projected Final FY of Rebate:	2020

Echo Valley/The Ridge

TIF Expenditure Amount:	355,654
Rebate Paid To:	United Properties (Cappola)
Tied To Debt:	Echo Valley/The Ridge (Coppola)
Tied To Project:	Echo Valley Ridge
Projected Final FY of Rebate:	2024

1805 Colonial Parkway

TIF Expenditure Amount:	46,352
Rebate Paid To:	Colonial Parkway
Tied To Debt:	Capital City Fruit
Tied To Project:	Capital City Fruit
Projected Final FY of Rebate:	2024

Jobs For NORWALK URBAN RENEWAL

Project:	Capital City Fruit
Company Name:	Capital City Fruit Co.
Date Agreement Began:	04/22/2011
Date Agreement Ends:	04/22/2025
Number of Jobs Created or Retained:	110
Total Annual Wages of Required Jobs:	0
Total Estimated Private Capital Investment:	10,000,000
Total Estimated Cost of Public Infrastructure:	1,716,000

Project:	Loffredo
Company Name:	Loffredo
Date Agreement Began:	12/27/2013
Date Agreement Ends:	06/30/2020
Number of Jobs Created or Retained:	145
Total Annual Wages of Required Jobs:	0
Total Estimated Private Capital Investment:	6,000,000
Total Estimated Cost of Public Infrastructure:	0

TIF Taxing District Data Collection

Local Government Name: NORWALK (91G878)
 Urban Renewal Area: NORWALK URBAN RENEWAL (91005)
 TIF Taxing District Name: NORWALK CITY/NORWALK SCH/ORIGINAL UR TIF INCREM
 TIF Taxing District Inc. Number: 91215
 TIF Taxing District Base Year: 0
 FY TIF Revenue First Received: 1999
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2018

UR Designation	
Slum	No
Blighted	No
Economic Development	11/1997

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	11,881,000	23,299,335	0	0	-27,780	35,152,555	0	35,152,555
Taxable	0	6,463,274	22,134,369	0	0	-27,780	28,569,863	0	28,569,863
Homestead Credits									54

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	8,565,627	26,614,708	26,614,726	-18	-1

FY 2015 TIF Revenue Received: 887,313

TIF Taxing District Data Collection

Local Government Name: NORWALK (91G878)
 Urban Renewal Area: NORWALK URBAN RENEWAL (91005)
 TIF Taxing District Name: NORWALK CITY/NORWALK SCH/AMEND 2 HOUSE UR TIF INCREM
 TIF Taxing District Inc. Number: 91221
 TIF Taxing District Base Year: 1998
 FY TIF Revenue First Received: 1999
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2018

UR Designation	
Slum	No
Blighted	No
Economic Development	11/1997

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	103,931	0	0	0	0

FY 2015 TIF Revenue Received: 0

♣ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

TIF Taxing District Data Collection

Local Government Name:	NORWALK (91G878)
Urban Renewal Area:	NORWALK URBAN RENEWAL (91005)
TIF Taxing District Name:	NORWALK CITY AG/NORWALK SCH/AMEND 3 COL MED UR TIF INCREM
TIF Taxing District Inc. Number:	91223
TIF Taxing District Base Year:	0
FY TIF Revenue First Received:	1999
Subject to a Statutory end date?	Yes
Fiscal year this TIF Taxing District statutorily ends:	2018

UR Designation	
Slum	No
Blighted	No
Economic Development	11/1997

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	112,100	0	0	0	0	0	112,100	0	112,100
Taxable	48,651	0	0	0	0	0	48,651	0	48,651
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	59,276	48,651	48,651	0	0

FY 2015 TIF Revenue Received: 1,082

TIF Taxing District Data Collection

Local Government Name:	NORWALK (91G878)
Urban Renewal Area:	NORWALK URBAN RENEWAL (91005)
TIF Taxing District Name:	NORWALK CITY/NORWALK SCH/AMEND 4 LEGACY UR TIF INCREM
TIF Taxing District Inc. Number:	91238
TIF Taxing District Base Year:	0
FY TIF Revenue First Received:	2004
Subject to a Statutory end date?	Yes
Fiscal year this TIF Taxing District statutorily ends:	2023

UR Designation	
Slum	No
Blighted	No
Economic Development	11/1997

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	14,133,200	2,024,200	0	0	-16,668	16,140,732	0	16,140,732
Taxable	0	7,688,486	1,922,990	0	0	-16,668	9,594,808	0	9,594,808
Homestead Credits									28

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	104,900	9,594,808	9,594,808	0	0

FY 2015 TIF Revenue Received: 310,536

TIF Taxing District Data Collection

Local Government Name:	NORWALK (91G878)
Urban Renewal Area:	NORWALK URBAN RENEWAL (91005)
TIF Taxing District Name:	NORWALK CITY AG/NORWALK SCH/LEGACY AMEND 4 UR TIF INCREM
TIF Taxing District Inc. Number:	91240
TIF Taxing District Base Year:	2000
FY TIF Revenue First Received:	2011
Subject to a Statutory end date?	Yes
Fiscal year this TIF Taxing District statutorily ends:	2030

UR Designation	
Slum	No
Blighted	No
Economic Development	11/1997

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	0	0	0	0	0	0	0
Taxable	0	0	0	0	0	0	0	0	0
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	53,000	0	0	0	0

FY 2015 TIF Revenue Received: 0

TIF Taxing District Data Collection

Local Government Name:	NORWALK (91G878)
Urban Renewal Area:	NORWALK URBAN RENEWAL (91005)
TIF Taxing District Name:	NORWALK CITY/NORWALK SCH/AMEND 3 COL MED UR TIF INCREM
TIF Taxing District Inc. Number:	91242
TIF Taxing District Base Year:	0
FY TIF Revenue First Received:	2004
Subject to a Statutory end date?	Yes
Fiscal year this TIF Taxing District statutorily ends:	2023

UR Designation	
Slum	No
Blighted	No
Economic Development	11/1997

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	21,064,070	13,031,710	0	0	-9,260	34,086,520	0	34,086,520
Taxable	0	11,458,888	12,380,125	0	0	-9,260	23,829,753	0	23,829,753
Homestead Credits									16

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	481,673	23,829,753	23,829,753	0	0

FY 2015 TIF Revenue Received: 771,251

♣ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

TIF Taxing District Data Collection

Local Government Name: NORWALK (91G878)
 Urban Renewal Area: NORWALK URBAN RENEWAL (91005)
 TIF Taxing District Name: NORWALK CITY/NORWALK SCH/AMEND 1 NBC UR TIF INCREM
 TIF Taxing District Inc. Number: 91244
 TIF Taxing District Base Year: 0
 FY TIF Revenue First Received: 2004
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2023

UR Designation	
Slum	No
Blighted	No
Economic Development	11/1997

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	855,400	2,677,600	1,572,510	0	0	5,105,510	0	5,105,510
Taxable	0	465,338	2,543,720	1,493,885	0	0	4,502,943	0	4,502,943
Homestead Credits									2

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	14,937	4,502,943	4,502,943	0	0

FY 2015 TIF Revenue Received: 145,738

TIF Taxing District Data Collection

Local Government Name: NORWALK (91G878)
 Urban Renewal Area: NORWALK URBAN RENEWAL (91005)
 TIF Taxing District Name: NORWALK CITY AG/NORWALK SCH/ORIGINAL UR TIF INCREM
 TIF Taxing District Inc. Number: 91246
 TIF Taxing District Base Year: 0
 FY TIF Revenue First Received: 2004
 Subject to a Statutory end date? Yes
 Fiscal year this TIF Taxing District statutorily ends: 2023

UR Designation	
Slum	No
Blighted	No
Economic Development	11/1997

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	22,900	0	0	0	0	0	22,900	0	22,900
Taxable	9,939	0	0	0	0	0	9,939	0	9,939
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	3,051	9,939	9,939	0	0

FY 2015 TIF Revenue Received: 0

♣ Annual Urban Renewal Report, Fiscal Year 2014 - 2015

TIF Taxing District Data Collection

Local Government Name:	NORWALK (91G878)
Urban Renewal Area:	NORWALK URBAN RENEWAL (91005)
TIF Taxing District Name:	NORWALK CITY/NORWALK SCH/AMEND 5 ECHO VALLEY UR TIF INCREM
TIF Taxing District Inc. Number:	91253
TIF Taxing District Base Year:	0
FY TIF Revenue First Received:	2005
Subject to a Statutory end date?	Yes
Fiscal year this TIF Taxing District statutorily ends:	2024

UR Designation	
Slum	No
Blighted	No
Economic Development	11/1997

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	18,475,900	3,846,500	0	0	0	22,322,400	0	22,322,400
Taxable	0	10,050,931	3,654,175	0	0	0	13,705,106	0	13,705,106
Homestead Credits									14

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	2,395,380	13,705,106	13,705,106	0	0

FY 2015 TIF Revenue Received: 443,566

TIF Taxing District Data Collection

Local Government Name:	NORWALK (91G878)
Urban Renewal Area:	NORWALK URBAN RENEWAL (91005)
TIF Taxing District Name:	NORWALK CITY AG/NORWALK SCH/AMEND 5 ECHO VAL UR TIF INCRE
TIF Taxing District Inc. Number:	91255
TIF Taxing District Base Year:	0
FY TIF Revenue First Received:	2011
Subject to a Statutory end date?	Yes
Fiscal year this TIF Taxing District statutorily ends:	2030

UR Designation	
Slum	No
Blighted	No
Economic Development	11/1997

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	275,900	0	0	0	0	0	275,900	0	275,900
Taxable	119,741	0	0	0	0	0	119,741	0	119,741
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	166,120	109,780	109,780	0	0

FY 2015 TIF Revenue Received: 2,441

TIF Taxing District Data Collection

Local Government Name: NORWALK (91G878)
 Urban Renewal Area: NORWALK URBAN RENEWAL (91005)
 TIF Taxing District Name: NORWALK CITY AG/NORWALK SCH/UR AREA #2 TIF INCREM
 TIF Taxing District Inc. Number: 91328

TIF Taxing District Base Year: 0
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	174,800	0	0	0	0	0	174,800	0	174,800
Taxable	75,863	0	0	0	0	0	75,863	0	75,863
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	160,900	13,900	13,900	0	0

FY 2015 TIF Revenue Received: 309

TIF Taxing District Data Collection

Local Government Name: NORWALK (91G878)
 Urban Renewal Area: NORWALK URBAN RENEWAL (91005)
 TIF Taxing District Name: NORWALK CITY/NORWALK SCH/URAREA #2 TIF
 TIF Taxing District Inc. Number: 91332

TIF Taxing District Base Year: 0
 FY TIF Revenue First Received:
 Subject to a Statutory end date? No

UR Designation	
Slum	No
Blighted	No
Economic Development	No

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	1,536,925	0	0	0	1,536,925	0	1,536,925
Taxable	0	0	1,460,079	0	0	0	1,460,079	0	1,460,079
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	3,300	1,460,079	1,460,079	0	0

FY 2015 TIF Revenue Received: 48,226

CODE OF IOWA SECTION 403.19 TAX INCREMENT FINANCING (TIF) INDEBTEDNESS
CERTIFICATION TO COUNTY AUDITOR
Due To County Auditor By December 1 Prior To The Fiscal Year TIF Increment Tax Is Requested
Use One Certification Per Urban Renewal Area

City: Norwalk County: Warren

Urban Renewal Area Name: Norwalk Consolidated Urban Renewal Areas

Urban Renewal Area Number: 91005 (Use five-digit Area Number Assigned by the County Auditor)

I hereby certify to the County Auditor that for the Urban Renewal Area within the City and County named above the City has outstanding loans, advances, indebtedness, or bonds, none of which have been previously certified, in the collective amount shown below, all of which qualify for repayment from the special fund referred to in paragraph 2 of Section 403.19 of the Code of Iowa.

Urban Renewal Area Indebtedness Not Previously Certified*: \$ 1,350,410

*There must be attached a supporting itemized listing of the dates that individual loans, advances, indebtedness, or bonds were initially approved by the governing body. (Complete and attach 'CITY TIF FORM 1.1'.)

The County Auditor shall provide the available TIF increment tax in subsequent fiscal years without further certification until the above-stated amount of indebtedness is paid to the City. However, for any fiscal year a City may elect to receive less than the available TIF increment tax by certifying the requested amount to the County Auditor on or before the preceding December 1. (File 'CITY TIF FORM 2' with the County Auditor by the preceding December 1 for each of those fiscal years where all of the TIF increment tax is not requested.)

A City reducing certified TIF indebtedness by any reason other than application of TIF increment tax received from the County Treasurer shall certify such reduced amounts to the County Auditor no later than December 1 of the year of occurrence. (File 'CITY TIF FORM 3' with the County Auditor when TIF indebtedness has been reduced by any reason other than application of TIF increment tax received from the County Treasurer.)

Notes/Additional Information:

Dated this 19th day of November, 2015

Signature of Authorized Official

515.981.9520
Telephone

TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEARCity: Norwalk County: WarrenUrban Renewal Area Name: Norwalk Consolidated Urban Renewal AreasUrban Renewal Area Number: 91005 (Use five-digit Area Number Assigned by the County Auditor)

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
1. FY 17 Echo Valley Rebate payment Agreement adopted 07.26.2004	11.19.20	786,940
<input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
2. Norwalk Chamber Agreement adopted 08.05.13	11.19.15	13,500
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
3. Bond paying agent costs FY 16	03.05.15	2,000
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
4. Professional fees related to economic development in Urban Renewal areas FY 15 actual was \$115,218, less the amount of \$61,792 which was previously certified)	03.05.15	53,426
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
5. Capital City Fruit FY 17 Agreement adopted 04.21.11	11.19.15	86,926
<input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		

If more indebtedness entry lines are needed continue to Form 1.1 Page 2.

Total For City TIF Form 1.1 Page 1: 942,792

* "Date Approved" is the date that the local governing body initially approved the TIF indebtedness.

TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEARCity: Norwalk County: WarrenUrban Renewal Area Name: Norwalk Consolidated Urban Renewal AreasUrban Renewal Area Number: 91005 (Use five-digit Area Number Assigned by the County Auditor)

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
6. Rowe Electronic FY 17 Agreement Adopted	11.19.15	14,159
<input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
7. Holmes FY 17 Agreement Adopted 09.06.2007	11.19.15	66,500
<input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
8. La Quercia Agreement adopted	11.19.15	36,960
<input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
9. O'Leary Agreement adopted 04.21.11	11.19.15	9,819
<input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
10. Loffredo Gardens (Produce Innovations) FY17 Agreement adopted 12.27.13 FY 17 is anticipated to be \$36,145, but \$78,000 has been previously certified which is enough to satisfy the certification for FY 17	11.19.15	0
<input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		

If more indebtedness entry lines are needed continue to Form 1.1 Page 3.

Total For City TIF Form 1.1 Page 2: 127,438

* "Date Approved" is the date that the local governing body initially approved the TIF indebtedness.

TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEARCity: Norwalk County: WarrenUrban Renewal Area Name: Norwalk Consolidated Urban Renewal AreasUrban Renewal Area Number: 91005 (Use five-digit Area Number Assigned by the County Auditor)

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
11. Rowe Electronic FY 16 Agreement Adopted	11.19.15	9,159
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
12. Priebe Agreement Adopted	11.19.15	88,766
<input checked="" type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
13. FY 15 - amount to support Regional Stormwater Detention in industrial (TIF) district	03.06.14	129,850
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
14. FY 14 - amount to support Regional Stormwater Detention in industrial (TIF) district.	03.06.14	52,405
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
15.		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		

If more indebtedness entry lines are needed continue to Form 1.1 Page 4.

Total For City TIF Form 1.1 Page 3: 280,180

* "Date Approved" is the date that the local governing body initially approved the TIF indebtedness.

TIF INDEBTEDNESS NOT PREVIOUSLY CERTIFIED ELIGIBLE FOR TAX COLLECTIONS NEXT FISCAL YEAR

City: Norwalk County: Warren

Urban Renewal Area Name: Norwalk Consolidated Urban Renewal Areas

Urban Renewal Area Number: 91005 (Use five-digit Area Number Assigned by the County Auditor)

Individual TIF Indebtedness Type/Description/Details:	Date Approved*:	Total Amount:
16. <div></div> <div></div> <div></div> <div></div>		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
17. <div></div> <div></div> <div></div> <div></div>		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
18. <div></div> <div></div> <div></div> <div></div>		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
19. <div></div> <div></div> <div></div> <div></div>		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		
20. <div></div> <div></div> <div></div> <div></div>		
<input type="checkbox"/> 'X' this box if a rebate agreement. List administrative details on lines above.		

Total For City TIF Form 1.1 Page 4:

0

* "Date Approved" is the date that the local governing body initially approved the TIF indebtedness.

	515.981.9520
Signature of Authorized Official	Telephone

Urban Renewal Area Name: Norwalk Consolidated Urban Renewal Areas

Provide sufficient detail so that the County Auditor will know how to specially administer your request. For example, you could have multiple indebtedness certifications in the Urban Renewal Area, and the County Auditor would need to know which particular indebtedness certification(s) to reduce. If rebate agreements are involved with a reduction, and the County has segregated the rebate property into separate TIF Increment taxing districts, provide the five-digit county increment taxing district numbers for reference.

Individual TIF Indebtedness Type/Description/Details:	Amount Reduced:
Rowe Rebate Agreement adjustment for FY 15 (30,000 was predicted)	30,000
Total Reduction In Indebtedness For This Urban Renewal Area:	30,000

Dated this 19th day of November, 2015

	515.981.9520
Signature of Authorized Official	Telephone

RESOLUTION NO. _____

**Authorizing and approving a Loan Agreement and providing for the issuance of a
General Obligation Library Improvement Note**

WHEREAS, the City of Norwalk (the "City"), in the County of Warren, State of Iowa, heretofore proposed to enter into a loan agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$240,000 pursuant to the provisions of Section 384.24A of the Code of Iowa for the purpose of paying the costs, to that extent, of constructing improvements and repairs to the municipal library (the "Project"), and in lieu of calling an election upon such proposal, has published notice of the proposed action and has held a hearing thereon, and as of July 2, 2015, no petition had been filed with the City asking that the question of entering into the Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, the Council received bids for the purchase of a General Obligation Library Improvement Note in the amount of \$240,000 (the "Note"), which bids were noted in the Council minutes; and

WHEREAS, it is necessary at this time to authorize the issuance of the Note;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Norwalk, Iowa, as follows:

Section 1. The City hereby determines to enter into the Loan Agreement with City State Bank, Norwalk, Iowa, as lender (the "Lender"), providing for a loan to the City in the principal amount of \$240,000 for the purposes set forth in the preamble hereof.

The Mayor and City Clerk are hereby authorized and directed to sign the Loan Agreement on behalf of the City, and the Loan Agreement is hereby approved.

Section 2. The Note is hereby authorized to be issued in evidence of the obligation of the City under the Loan Agreement in the principal amount of \$240,000, and shall be dated as of the date of its delivery to the Lender (anticipated to be December 2, 2015). Principal of the Note shall be paid in one installment payable on June 1, 2017, in the following amount:

<u>Year</u>	<u>Principal Amount</u>
2017	\$240,000

Accrued interest on the Note shall be payable semiannually on December 1, 2016 and June 1, 2017. The Note bears interest at the rate of 2.75% per annum. Interest shall be calculated on the basis of a 360-day year comprised of twelve 30-day months.

The City Clerk is hereby designated as the registrar and paying agent for the Note and may be hereinafter referred to as the "Registrar" or the "Paying Agent."

Payment of both principal of and interest on the Note shall be made to the registered owners appearing on the registration books of the City at the close of business on the fifteenth day of the month next preceding the interest payment date and shall be paid by check or draft mailed to the registered owners at the addresses shown on such registration books. Principal of

the Note shall be payable in lawful money of the United States of America to the registered owners or their legal representatives upon presentation and surrender of the Note at the office of the Paying Agent.

The City reserves the right to prepay principal of the Note, in whole or in part, at any time prior to and in inverse order of maturity on terms of par and accrued interest. All principal so prepaid shall cease to bear interest on the date of prepayment

The Note shall be executed on behalf of the City with the official manual or facsimile signature of the Mayor and attested with the official manual or facsimile signature of the City Clerk and shall be a fully registered Note without interest coupons. In case any officer whose signature or the facsimile of whose signature appears on the Note shall cease to be such officer before the delivery of the Note, such signature or such facsimile signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

The Note shall be fully registered as to principal and interest in the name of the owner on the registration books of the City kept by the Registrar, and after such registration, payment of the principal thereof and interest thereon shall be made only to the registered owner or its legal representatives or assigns. The Note shall be transferable only upon the registration books of the City upon presentation to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form thereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The record and identity of any owners of the Note shall be kept confidential as provided by Section 22.7 of the Code of Iowa.

Section 3. The Note shall be in substantially the following form:

(Form of Note)

UNITED STATES OF AMERICA
STATE OF IOWA
COUNTY OF WARREN
CITY OF NORWALK

GENERAL OBLIGATION LIBRARY IMPROVEMENT NOTE

\$240,000

RATE	MATURITY DATE	NOTE DATE
2.75%	June 1, 2020	July 30, 2015

The City of Norwalk (the "City"), in the County of Warren, State of Iowa, for value received, promises to pay in the manner hereinafter provided to

City State Bank,
Norwalk, Iowa (the "Lender")

or registered assigns, the principal sum of TWO HUNDRED FORTY THOUSAND DOLLARS, together with interest on the outstanding principal hereof from the Note, or from the most recent payment date on which interest has been paid, except as the provisions hereinafter set forth with respect to prepayment prior to maturity may be or become applicable hereto.

Principal of this Note shall be payable in one installment payable on June 1, 2017, in the following amount:

<u>Year</u>	<u>Principal Amount</u>
2017	\$240,000

Accrued interest on the Note shall be payable semiannually on December 1, 2016 and June 1, 2017. The Note bears interest at the rate of 2.75% per annum. Interest shall be calculated on the basis of a 360-day year comprised of twelve 30-day months.

Both principal of and interest on this Note are payable to the registered owner appearing on the registration books of the City maintained by the City Clerk (hereinafter referred to as the "Registrar" or the "Paying Agent") at the close of business on the fifteenth day of the month next preceding the payment date in lawful money of the United States of America by check or draft mailed to the registered owner at the address shown on such registration books; provided, however, that the final installment of principal and interest will be payable only upon presentation and surrender of this Note to the Paying Agent.

This Note is issued by the City to evidence its obligation under a certain Loan Agreement, dated as of the date hereof (the "Loan Agreement") entered into by the City for the purpose of paying the costs, to that extent, of constructing improvements and repairs to the municipal library.

This Note is issued pursuant to and in strict compliance with the provisions of Chapter 76 and Chapter 384 of the Code of Iowa, 2015, and all other laws amendatory thereof and

supplemental thereto, and in conformity with a resolution of the City Council authorizing and approving the Loan Agreement and providing for the issuance and securing the payment of this Note (the "Resolution"), and reference is hereby made to the Resolution and the Loan Agreement for a more complete statement as to the source of payment of this Note and the rights of the owner of this Note.

The City reserves the right to prepay principal of this Note, in whole or in part, at any time prior to and in inverse order of maturity on terms of par and accrued interest. All principal so prepaid will cease to bear interest on the prepayment date.

This Note is fully negotiable but shall be fully registered as to both principal and interest in the name of the owner on the books of the City in the office of the Registrar, after which no transfer shall be valid unless made on said books and then only upon presentation of this Note to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form hereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The City, the Registrar and the Paying Agent may deem and treat the registered owner hereof as the absolute owner for the purpose of receiving payment of or on account of principal hereof, premium, if any, and interest due hereon and for all other purposes, and the City, the Registrar and the Paying Agent shall not be affected by any notice to the contrary.

And It Is Hereby Certified and Recited that all acts, conditions and things required by the laws and Constitution of the State of Iowa, to exist, to be had, to be done or to be performed precedent to and in the issue of this Note were and have been properly existent, had, done and performed in regular and due form and time; and that the total indebtedness of the City, including this Note, does not exceed any constitutional or statutory limitations.

IN TESTIMONY WHEREOF, the City of Norwalk, Iowa, by its City Council, has caused this Note to be executed by its Mayor and attested by its City Clerk, on December 2, 2015.

CITY OF NORWALK, IOWA

By (DO NOT SIGN)
Mayor

Attest:

(DO NOT SIGN)
City Clerk

ABBREVIATIONS

The following abbreviations, when used in this Note, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM	- as tenants in common	UTMA	<u>(Custodian)</u>
TEN ENT	- as tenants by the entireties	As Custodian for	<u>(Minor)</u>
JT TEN	- as joint tenants with right of survivorship and not as tenants in common	under Uniform Transfers to Minors Act	<u>(State)</u>

Additional abbreviations may also be used though not in the list above.

ASSIGNMENT

For valuable consideration, receipt of which is hereby acknowledged, the undersigned assigns this Note to

(Please print or type name and address of Assignee)

PLEASE INSERT SOCIAL SECURITY OR OTHER
IDENTIFYING NUMBER OF ASSIGNEE

and does hereby irrevocably appoint _____,
Attorney, to transfer this Note on the books kept for registration thereof with full power of
substitution.

Dated: _____

Signature guaranteed:

NOTICE: The signature to this Assignment must correspond with the name of the registered owner as it appears on this Note in every particular, without alteration or enlargement or any change whatever.

Section 4. The Note shall be executed as herein provided as soon after the adoption of this resolution as may be possible, and thereupon shall be delivered to the Registrar for registration, authentication and delivery to or on behalf of the Lender, upon receipt of the loan proceeds (the "Loan Proceeds"), and all action heretofore taken in connection with the Loan Agreement is hereby ratified and confirmed in all respects. It is anticipated that the closing of the credit transaction contemplated herein will occur on December 2, 2015. To the extent that the date of closing needs to be adjusted, the City Staff, with advice from the Lender and Bond Counsel to the City, is hereby authorized to make such adjustment and to modify the transaction documents accordingly.

The Loan Proceeds shall be used to pay the costs of the Project and costs of issuance of the Note. Any Loan Proceeds remaining after the full payment of such costs shall be deposited in the Debt Service Fund and used to pay principal of and interest on the Note as the same become due. The City shall keep a detailed and segregated accounting of the expenditure of, and investment earnings on, the Loan Proceeds to ensure compliance with the requirements of the Internal Revenue Code, as hereinafter defined.

Section 5. As required by Chapter 76 of the Code of Iowa, and for the purpose of providing for the levy and collection of a direct annual tax sufficient to pay the interest on the Note as it falls due, and also to pay and discharge the principal thereof at maturity, there is hereby ordered levied on all the taxable property in the City in each of the years while the Note is outstanding, a tax sufficient for that purpose, and in furtherance of this provision, but not in limitation thereof, there is hereby levied on all the taxable property in the City the following direct annual tax:

For collection in the fiscal year beginning July 1, 2016,
sufficient to produce the net annual sum of \$249,881.67.

Section 6. A certified copy of this resolution shall be filed with the Warren County Auditor, and the County Auditor is hereby instructed to enter for collection and assess the tax hereby authorized. When annually entering such taxes for collection, the County Auditor shall include the same as a part of the tax levy for Debt Service Fund purposes of the City and when collected, the proceeds of the taxes shall be converted into the Debt Service Fund of the City and set aside therein as a special account to be used solely and only for the payment of the principal of and interest on the Note hereby authorized and for no other purpose whatsoever.

Pursuant to the provisions of Section 76.4 of the Code of Iowa, each year while the Note remains outstanding and unpaid, any funds of the City which may lawfully be applied for such purpose, may be appropriated, budgeted and, if received, used for the payment of the principal of and interest on the Note as the same become due, and if so appropriated, the taxes for any given fiscal year as provided for in Section 5 of this Resolution, shall be reduced by the amount of such alternate funds as have been appropriated for such purpose, and evidenced in the City's budget.

Section 7. The interest or principal and both of them falling due in any year or years shall, if necessary, be paid promptly from current funds on hand in advance of taxes levied and when the taxes shall have been collected, reimbursement shall be made to such current funds to the sum thus advanced.

Section 8. It is the intention of the City that interest on the Note be and remain excluded from gross income for federal income tax purposes pursuant to the appropriate provisions of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations in effect with respect thereto (all of the foregoing herein referred to as the "Internal Revenue Code"). In furtherance thereof, the City covenants to comply with the provisions of the Internal Revenue Code as they may from time to time be in effect or amended and further covenants to comply with the applicable future laws, regulations, published rulings and court decisions as may be necessary to insure that the interest on the Note will remain excluded from gross income for federal income tax purposes. Any and all of the officers of the City are hereby authorized and directed to take any and all actions as may be necessary to comply with the covenants herein contained.

The City hereby designates the Note as a "Qualified Tax Exempt Obligation" as that term is used in Section 265(b)(3)(B) of the Internal Revenue Code.

Section 9. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 10. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved on November 19, 2015.

Tom Phillips, Mayor

ATTEST:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Delker	___	___	___
Isley	___	___	___
Jackson	___	___	___
Kuhl	___	___	___
Livingston	___	___	___



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 06
For Meeting of 11.19.2015

REQUEST:	Consideration of a resolution approving the West Grove Preliminary Plat
STAFF CONTACT:	Luke Parris, AICP City Planner
APPLICANT(S):	JMS Orchard Hills, LLC c/o Hubbell Realty Co 6900 Westown Parkway West Des Moines, IA 50266
GENERAL DESCRIPTION:	This request would create 12 single family lots and 22 bi-attached townhome lots in Parcel 4 of the Orchard Hills PUD. The development was presented at the Planning and Zoning Commission as Orchard Hills Villas. However, staff identified that name was currently used by the townhomes south of the water tower. Hubbell Realty Company revised the name to West Grove.
IMPACT ON NEIGHBORHOOD:	The request would a medium density multi-family parcel in the Orchard Hills PUD area. The development itself only connects to North Avenue and does not have direct connection to the neighboring single-family development. The proposal includes single family lots along the perimeter of the development that share a boundary with the existing single family development. The bi-attached units are internal to the development and located along the western boundary of the plat.
VEHICULAR & PEDESTRIAN TRAFFIC:	The request would not appear to have a negative impact on traffic conditions. Two access points to North Avenue are provided for adequate traffic circulation. Streets are 26' wide and exceed the City standard for private streets.
TRAIL PLAN:	There are sidewalks within the subdivision and a proposed 8' trail along North Avenue (G14). The trail along North Avenue would be built with the infrastructure for the plat. The trail will connect to existing trail to the east and a planned future trail to the west along North Avenue.

ZONING HISTORY FOR SITE AND IMMEDIATE VICINITY:	The site zoned as Parcel 4 of the Orchard Hills PUD, which allowed for R-3 uses or a cluster development. Adjacent property is zoned in the Orchard Hills PUD as R-1.
BUFFERS REQUIRED/ NEEDED:	The Subdivision Regulations and zoning ordinance would not require a buffer between two single family uses.
DRAINAGE:	<p>Drainage on the site is through rear yard drainage swales and a private storm sewer system. Storm water from the streets is collected in the private storm sewer system and outlet into a detention basin in the southeastern corner of the development.</p> <p>Rear yard drainage from the internal bi-attached lots collected into the storm sewer system and discharged at the detention basin.</p> <p>Rear yard drainage from the bi-attached lots to the west drains through the rear of the yards into a natural drainage way that ultimately collects into the southwestern drainage basin.</p> <p>Rear yard drainage from the single family lots to the east drains through the rear of the yards into a natural drainage way that ultimately collects into the southwestern drainage basin. Home owners directly to the east have experience drainage in the past, the creation of this rear yard swale should help alleviate some of these home owners problems.</p>
FLOODPLAIN:	None of the proposed lots are located within a floodplain.
PARKLAND:	The developer is required to provide 0.479 acres of parkland space for the development. The developer has not shown a public park within the proposal. Alternative methods will be required during final platting to meet the City's parkland requirement.
UTILITIES: WATER, SANITARY SEWER, STORM SEWER.	The only public utilities in the plat are the water system and the sanitary sewer system. Proposed easements have been shown across the front of lots for both the sanitary sewer and water system. A proposed 30' sanitary sewer easement is shown between lots 6 & 7 to provide sewer connection into the adjacent development.
RELATIONSHIP TO COMPREHENSIVE LAND USE PLAN:	The Future Land Use Map designates the area in question as High Density Residential. The Comprehensive Plan identifies single-family and two-family homes as a typical use in both categories. This request would be in compliance with such designation.
STAFF ANALYSIS – ZONING ORDINANCE:	The Preliminary Plat consists of 34 lots, containing approximately 7.9 acres of land, south of North Avenue and west of Sycamore Drive. Typically, R-3 Townhome developments would require a site plan review in addition to plat review. However, the Zoning Ordinance does not require site plan review for single family and two-family developments. Therefore the City is only reviewing the proposal through the typical platting procedure.

**STAFF ANALYSIS –
SUBDIVISION
ORDINANCE:**

APPROVED FOR SUBMITTAL _____
City Manager

- That the applicant follows all rules and regulations set forth in the City of Norwalk Zoning and Subdivision ordinances.
- That any significant modifications to the final plat be reviewed and approved by the Planning & Zoning Commission and City Council.

RESOLUTION NO. _____

A Resolution Approving the West Grove – Preliminary Plat

WHEREAS, the Planning & Zoning Commission reviewed this request at their regular meeting on November 5, 2015 and recommends approval of the Preliminary Plat; and,

WHEREAS, that upon final approval of the preliminary plat, the developer adheres to all provisions detailed in the Norwalk Subdivision Regulations and Norwalk Municipal Code of Ordinances; and,

WHEREAS, that any significant modifications to the preliminary plat be reviewed and approved by the Planning & Zoning Commission and City Council; and,

NOW, THEREFORE, BE IT RESOLVED by the City Council, of the City of Norwalk, Iowa, that the Preliminary Plat for West Grove as described and shown in Attachment "A" attached hereto and made a part thereof by reference is hereby approved.

PASSED AND APPROVED this 19th day of November, 2015.

Tom Phillips, Mayor

ATTEST:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Delker	___	___	___
Isley	___	___	___
Jackson	___	___	___
Kuhl	___	___	___
Livingston	___	___	___

WEST GROVE VILLAS

PRELIMINARY PLAT

NORWALK, IOWA

OWNER/APPLICANT:

JMS ORCHARD HILLS, LLC
C/O HUBBELL REALTY COMPANY
6900 WESTOWN PARKWAY
WEST DES MOINES, IA 50266
(515)-243-3228
joe.pietruszynski@hubbellrealty.com
ATTN: JOE PIETRUSZYNSKI

ENGINEER/SURVEYOR:

McCLURE ENGINEERING
1360 NW 121ST STREET
CLIVE, IOWA 50325
(515) 964-1229
bbrockman@mecresults.com
ATTN: Brad Brockman

LEGAL DESCRIPTION:

ALL OF LOT 4 IN ORCHARD HILLS PLAT 1, AN OFFICIAL PLAT, INCLUDED IN AND FORMING A PART OF THE CITY OF NORWALK, WARREN COUNTY, IOWA. DESCRIBED AREA IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

ZONING:

R-3 MEDIUM DENSITY MULTIPLE-FAMILY RESIDENTIAL

UTILITIES:

WATER - NORWALK WATER SYSTEM
SANITARY SEWER - NORWALK SANITARY SEWER SYSTEM

SETBACKS:

FRONT = 25'
SIDE = 7'/15'
REAR = 30'

COMPREHENSIVE PLAN LAND USE:

HIGH DENSITY RESIDENTIAL (R-4)

DEVELOPMENT SUMMARY:

GROSS LAND AREA: = 344,558.6 S.F. (7.91 AC.)

GROSS IMPERVIOUS AREA:
PAVED AREA = 30,890 S.F. (8.97%)
BUILDING AREA = 65,514 S.F. (19.01%)
TOTAL = 96,404 S.F. (27.98%)

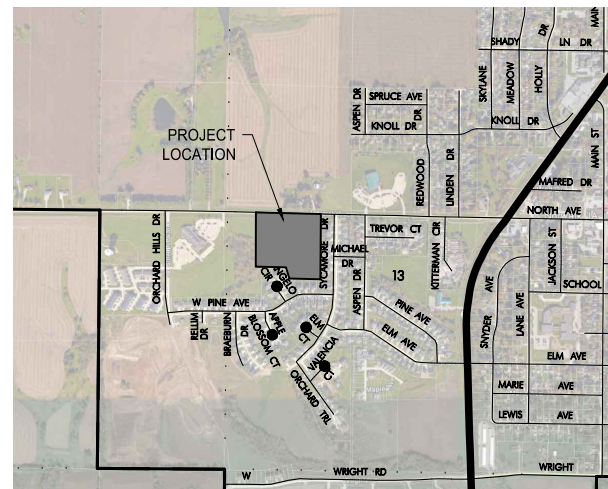
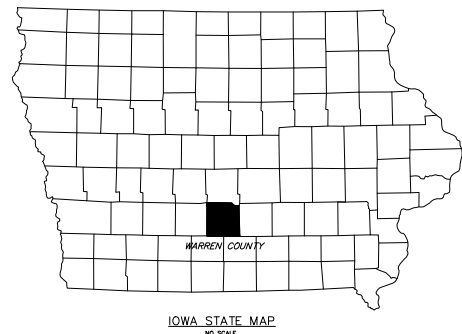
OPEN SPACE:
REQUIRED = 30%
344,558.6 S.F. X 30%
= 103,367.58 S.F.
344,558.6 S.F. - 96,404 S.F.
= 248,155.6 S.F. (72.02%)

PROVIDED
OPEN SPACE PLANTINGS
REQUIRED TREES
(1) TREE/1,500 S.F. OPEN SPACE
OF THE FOLLOWING SIZE
= 69 TREES
40% MIN. 2" - 2 1/2" CAL. DECIDUOUS
AND/OR 8" CONIFEROUS
= 28 CONIFEROUS
PROVIDED TREES = 53 TREES, 34 CONIFEROUS
REQUIRED SHRUBS
(1) SHRUBS/1,000 S.F. OPEN SPACE
= 104 SHRUBS
PROVIDED SHRUBS = 105 SHRUBS

BUILDING SUMMARY:

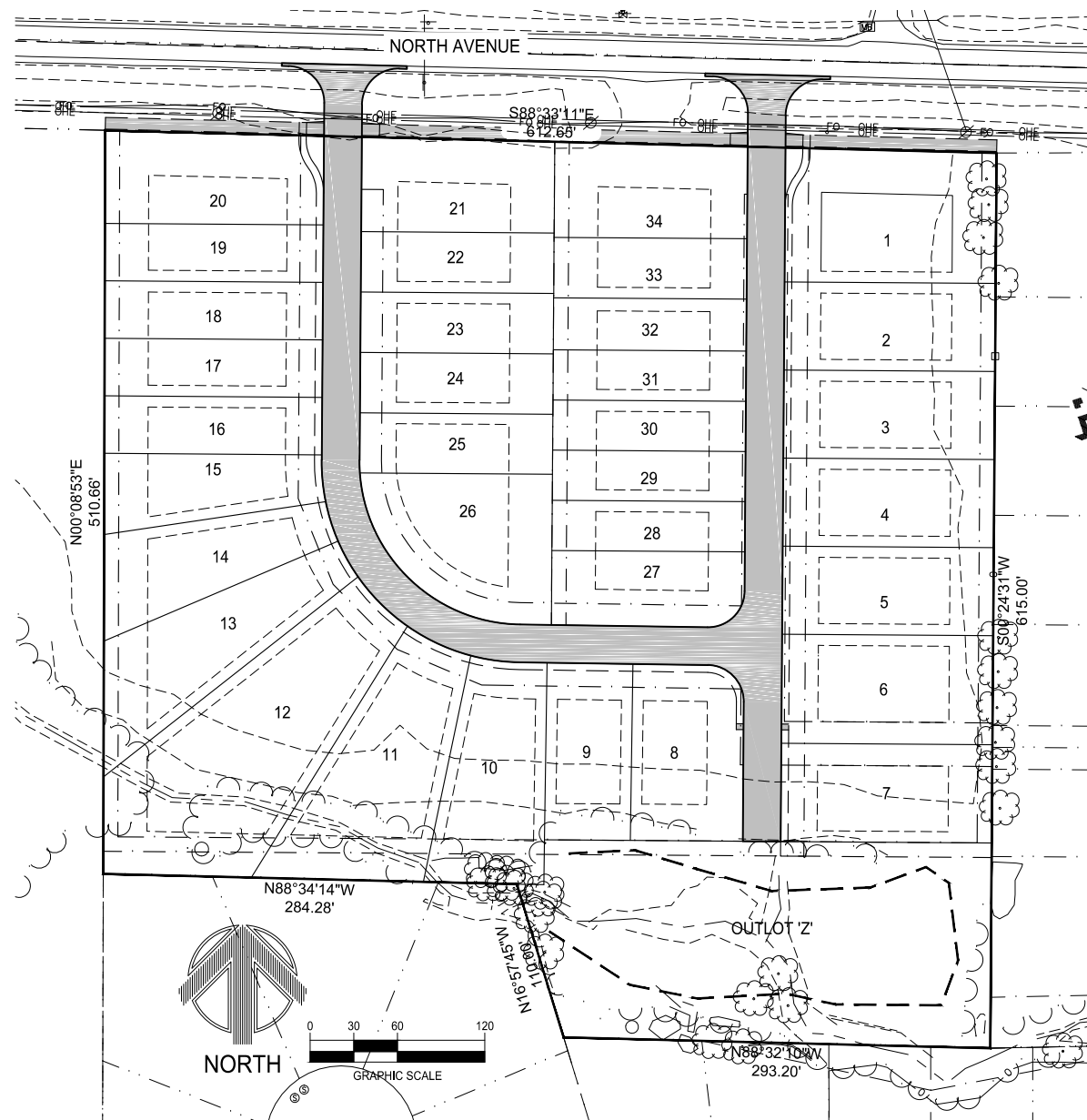
DETACHED VILLAS:
TOTAL NO. BLDGS.: = 12
TOTAL NO. UNITS = 12
SIZE: BLDG. = 44'-0" X 59'-0"

BI-ATTACHED VILLAS:
TOTAL NO. BLDGS.: = 11
2-UNIT BLDG. = 22
TOTAL NO. UNITS = 22
SIZE: 2-UNIT BLDG. = 52'-0" X 68'-0"



VICINITY MAP
CITY OF NORWALK
NTS

Sheet List Table		
Sheet No.	Drawing No.	Sheet Description
01	GN-01	COVER SHEET
02	GN-02	DIMENSION, PAVING & UTILITY PLAN
03	GN-03	UNIT LAYOUT
04	GR-01	GRADING PLAN



ALL CONSTRUCTION SHALL BE COMPLETED IN ACCORDANCE WITH IOWA STATEWIDE URBAN DESIGN STANDARD AND SPECIFICATIONS FOR PUBLIC IMPROVEMENTS AS ACCEPTED BY THE CITY OF NORWALK. THE CITY OF NORWALK FOLLOWS CURRENT SUDAS STANDARDS AT TIME OF CONSTRUCTION.

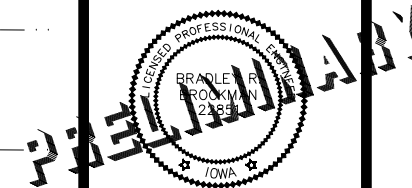


building strong communities.

1360 NW 121ST. Street
Clive, Iowa 50325
515-964-1229
fax 515-964-2370

NOTICE:
McClure Engineering Company waives any and all responsibility and liability for problems which arise from failure to follow these Plans, Specifications, and the engineering intent they convey, or for problems which arise from failure to obtain and/or follow the engineers guidance with respect to any errors, omissions, inconsistencies, ambiguities, or conflicts which are alleged.

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I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

DATE
BRADLEY R. BROCKMAN,
PE NO. 22851

MY LICENSE RENEWAL DATE IS
DECEMBER 31, 2016

PAGES OR SHEETS COVERED BY
THIS SEAL:
1-4

WEST GROVE VILLAS
PRELIMINARY PLAT

NORWALK, IOWA
20215018
OCTOBER 6, 2015

REVISIONS
October 30, 2015

ENGINEER
BRB
DRAWN BY
BRB

CHECKED BY
CAS
FIELD BOOK NO.
-

DRAWING NO.
GN-01
SHEET NO.
01 / 04



NOTICE:
McClure Engineering Company waives any and all responsibility and liability for problems which arise from failure to follow these Plans, Specifications, and the engineering intent they convey, or for problems which arise from failure to obtain and/or follow the engineers guidance with respect to any errors, omissions, inconsistencies, ambiguities, or conflicts which are alleged.

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DRAWING NO. SHEET NO.

GN-02 02 / 04



360 NW 121ST. Street
Clive, Iowa 50325
515-964-1229
fax 515-964-2370

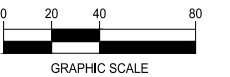
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UNIT LAYOUT



NORTH



WEST GROVE VILLAS
PRELIMINARY PLAT

NORWALK, IOWA
20215018
OCTOBER 6, 2015

REVISIONS
October 30, 2015

ENGINEER
BRB

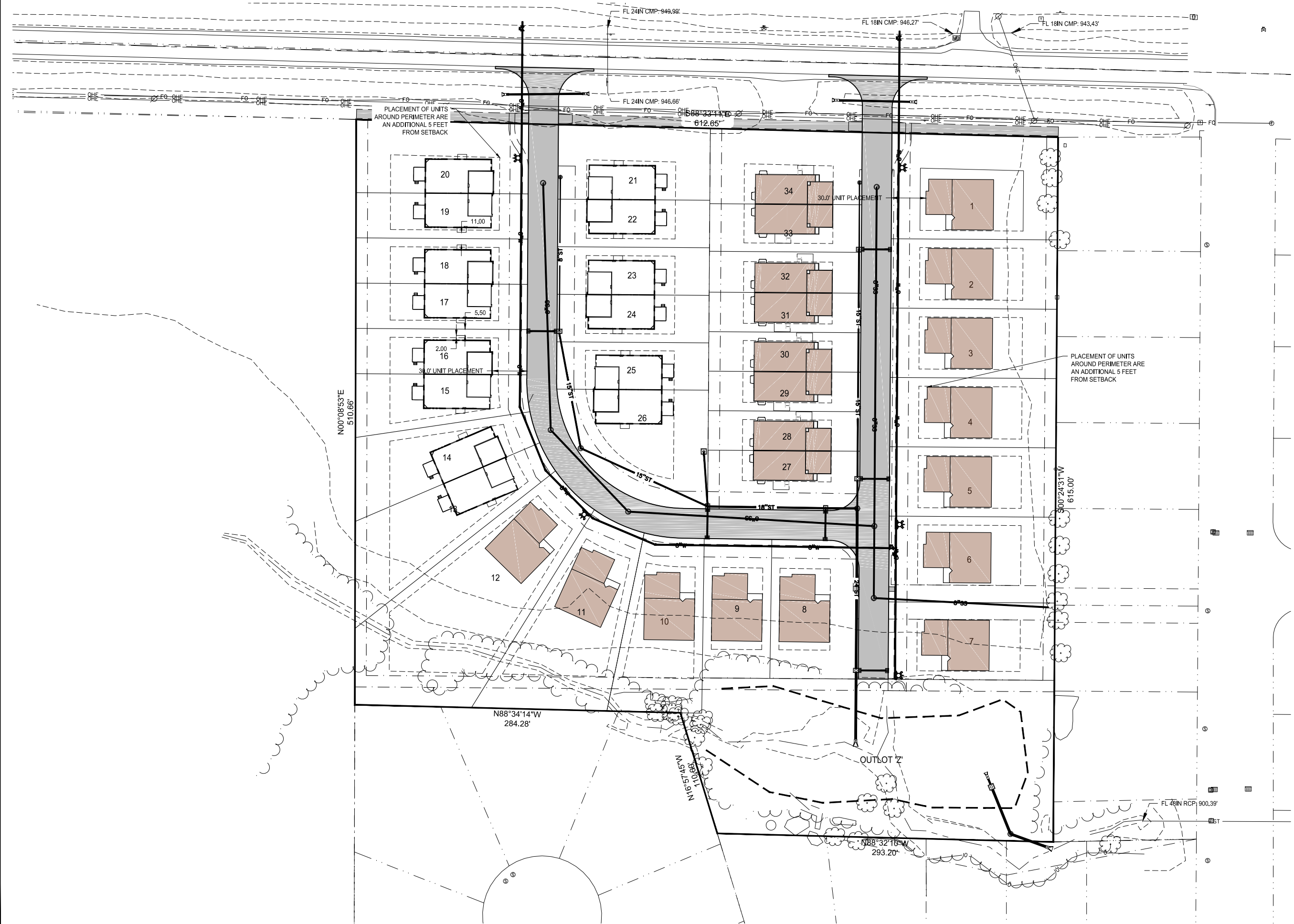
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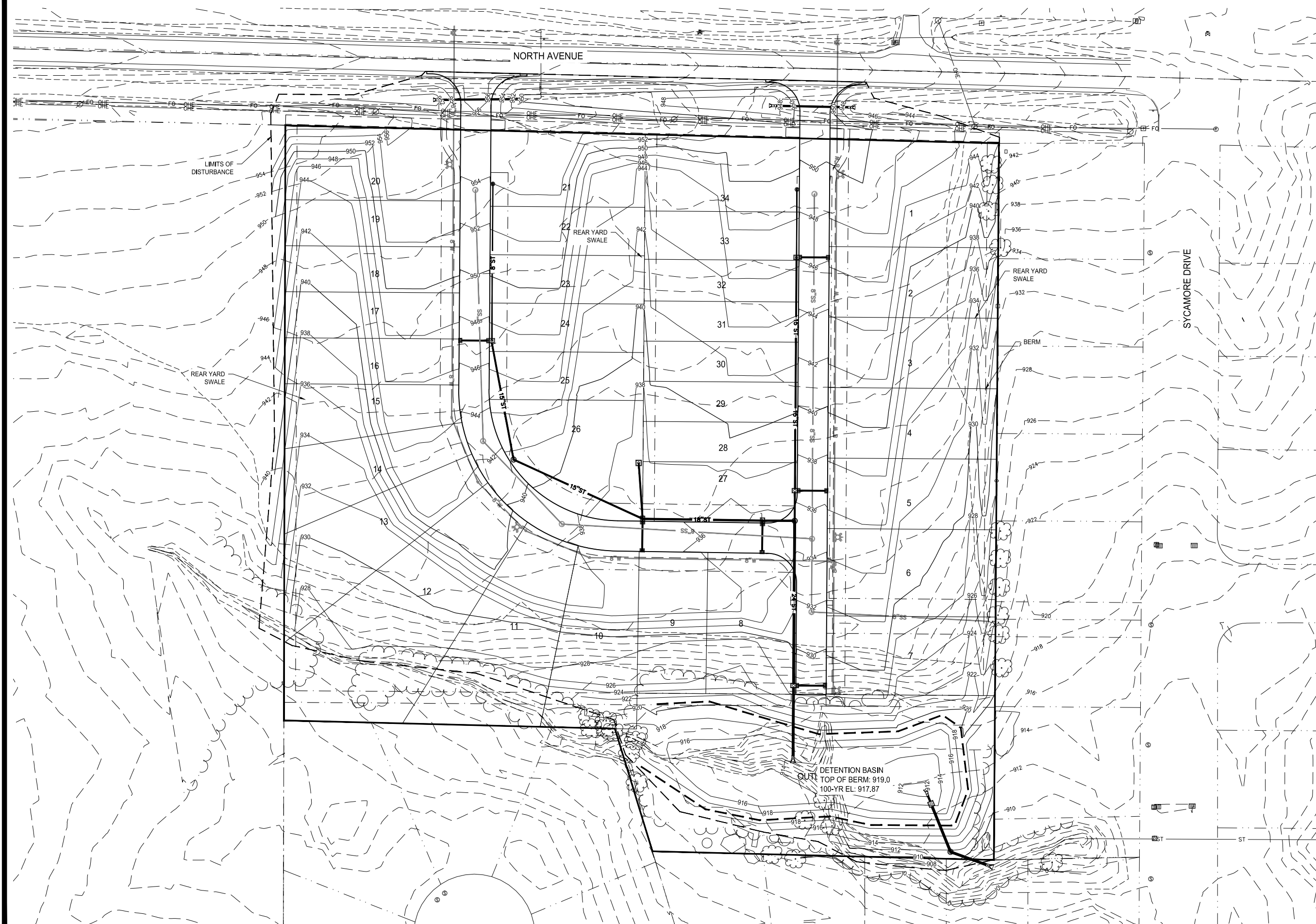
FIELD BOOK NO.
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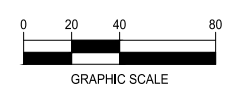
GN-03 03 / 04



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GRADING PLAN



WEST GROVE VILLAS
PRELIMINARY PLAT

NORWALK, IOWA
20215018
OCTOBER 6, 2015

REVISIONS
October 30, 2015

ENGINEER
BRB

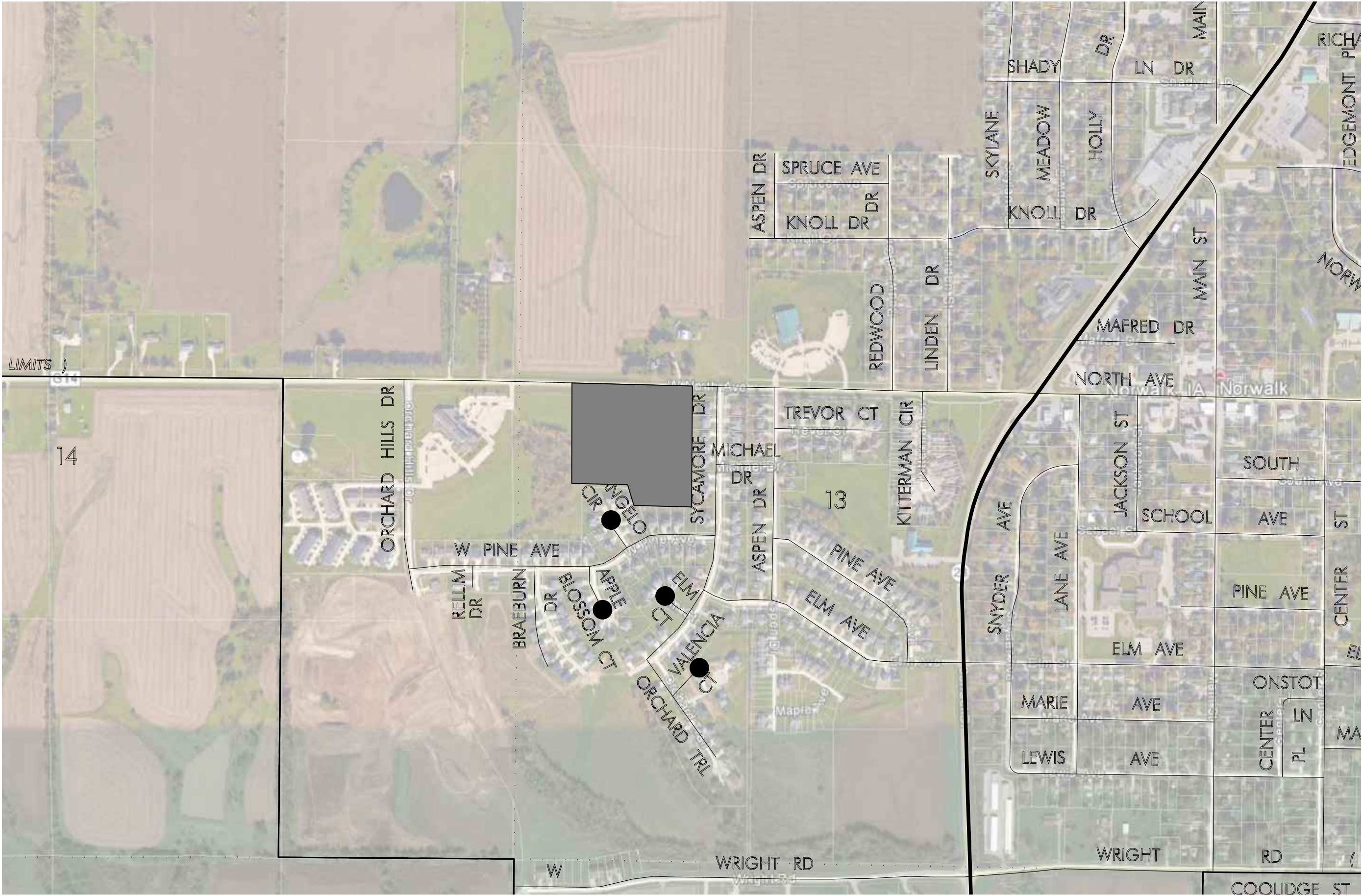
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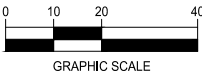
FIELD BOOK NO.
-

DRAWING NO.
GR-01

SHEET NO.
04 / 04



NORTH



GRAPHIC SCALE



BUSINESS OF THE CITY COUNCIL AGENDA STATEMENT

Item No. 07
For Meeting of 11.19.2015

REQUEST:	Request from Rolling Green Ventures, LLC to approve the Final Plat of Rolling Green Plat 5	
STAFF CONTACT:	Luke Parris, AICP City Planner	
APPLICANT(S):	Rolling Green Ventures, LLC C/O David Albright 1213 Parkhill Drive Norwalk, Iowa 50211	Civil Design Advantage 3405 SE Crossroads Dr, Ste G Grimes, Iowa 50321
GENERAL DESCRIPTION:	This request would create 30 lots that are zoned in the Rolling Green PUD as R-1(60). The plat also contains an outlot to be dedicated to the City as parkland.	
IMPACT ON NEIGHBORHOOD:	The request would not appear to have a negative impact on the area.	
VEHICULAR & PEDESTRIAN TRAFFIC:	This is the first phase of the new Rolling Green development. Future phases will connect up with Merle Hay Drive and provide for better traffic circulation through the neighborhood.	
TRAIL PLAN:	There are sidewalks within the subdivision.	
ZONING HISTORY FOR SITE AND IMMEDIATE VICINITY:	The site is zoned as R-1(60) as part of the Rolling Green Planned Unit Development. The park space was identified in the PUD master plan.	
BUFFERS REQUIRED/ NEEDED:	The Zoning Ordinance does not require buffering for the requested development.	
DRAINAGE:	Drainage occurs through the storm sewer system and rear yard overland flowage swales. The storm sewer system for Plat 5 connects into the existing system to the south. Future phases will utilize a detention pond located in the parkland space.	
DEVELOPMENT HISTORY:	The area was first planned out in a PUD in October 1999. Subsequent amendments have been made to the PUD in 2007 and 2009. These amendments dealt with the current phases of Rolling Green that were recently approved in the Rolling Green Plat 5 Preliminary Plat.	

None of the proposed lots are located within a floodplain.

The parkland requirement for this phase is approximately 0.54 acres. The final plat includes a 2.93 acre park that is sized appropriately for the rest of the phases of development.

- The final plat shows a 30' front setbacks on all lots.
- There is a 10' PUE along the rear of all lots.
- There is a 15' sanitary sewer easement located at the front of lots 1-6, and lots 18-27.
- There is a 30' sanitary sewer easement between lots 12 & 13.
- There is a storm sewer easement at the corner of lot 4. There is a 10' storm sewer and private drainage easement at the rear of lots 1-4 and lots 21-27.
- There is an existing 32' water main easement on the east of lot1 and lot 30.
- There is a 30' water main easement between lots 12 & 13.

The Future Land Use Map designates the area in question as Medium Density Residential. The Comprehensive Plan identifies single-family lots as a typical use in the category. This request would be in compliance with such designation.

The Final Plat consists of 30 lots, containing approximately 12.38 acres of land, west of East 27th Street and north of the existing Rolling Green subdivision.

The plat is zoned as R-1(60) in the Rolling Greens PUD. There were no special considerations for the R-1(60) development included in the PUD. Typical setbacks for R-1(60) are identified as 30' front, 35' rear, and 15' total side with a 7' minimum.

The Subdivision Ordinance requires that Final Plat submissions include such criteria as boundaries of property, engineer's certificate, easements and right-of-way widths. All information has been submitted by the applicant. The Final Plat shows platted building lines, property lines with dimensions, easements and right-of-way widths.

The applicant will need to submit all other required documents prior to release of the final plat for recording.

City Manager

**PLANNING & ZONING
COMMISSION
RECOMMENDATION:**

The Planning and Zoning Commission recommends that the request for the Final Plat of Rolling Green Plat 5 be approved with the following conditions:

- That the applicant provides all supporting documentation required within the Norwalk Subdivision Regulations.
- That any significant modifications to the final plat be reviewed and approved by the Planning & Zoning Commission and City Council.
- That the Planning and Economic Development Director or his designee be authorized to sign off on the plat for recording once public works has indicated the infrastructure is acceptable. In an effort to be developer friendly, the formal (council action) acceptance of the infrastructure and the approval of the final plat needn't occur at the same council meeting.

RESOLUTION NO. _____

Approving the Rolling Green Plat 5 – Final Plat

WHEREAS, the Planning & Zoning Commission reviewed this request at their regular meeting on November 5, 2015 and recommends approval of the Final Plat; and,

WHEREAS, that upon final approval of the final plat, the developer adheres to all provisions detailed in the Norwalk Subdivision Regulations and Norwalk Municipal Code of Ordinances; and,

WHEREAS, that any significant modifications to the final plat be reviewed and approved by the Planning & Zoning Commission and City Council; and,

WHEREAS, the Planning and Economic Development Director, or his designee, is authorized to stamp, sign, and release the final plat if all conditions of the City Subdivision Ordinance are met; and,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norwalk, Iowa, that the Final Plat for the Rolling Green Plat 5 as described and shown in Attachment "A" attached hereto and made a part thereof by reference is hereby approved.

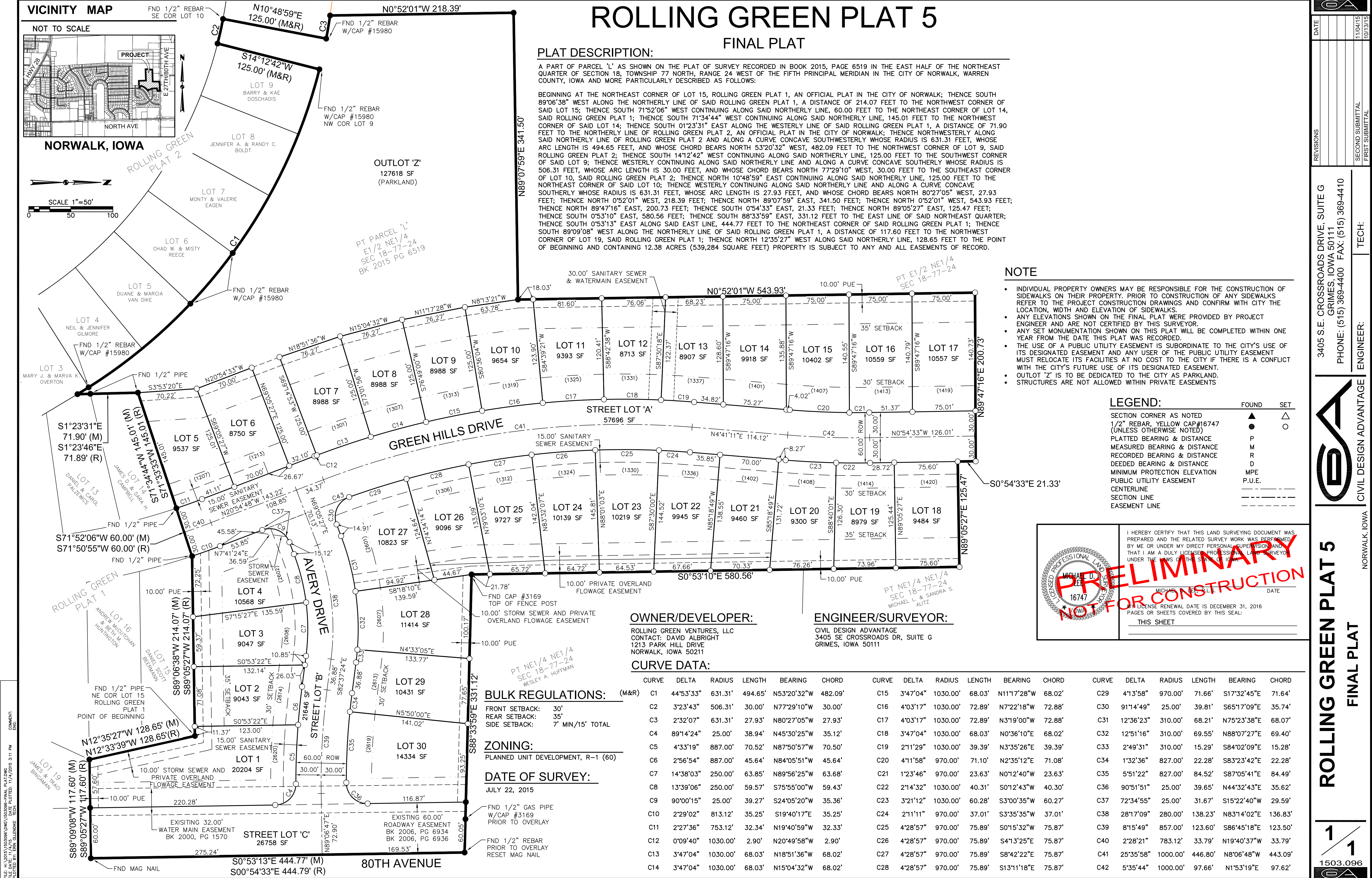
PASSED AND APPROVED this 19th day of November, 2015.

Tom Phillips, Mayor

ATTEST:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Delker	___	___	___
Isley	___	___	___
Jackson	___	___	___
Kuhl	___	___	___
Livingston	___	___	___







ITEM TITLE: Consideration of Resolution Authorizing the Mayor to Execute an Agreement for Professional Services Related to a Comprehensive Plan Update in an Amount not to Exceed \$16,000.

SUMMARY EXPLANATION: At recent Planning Commission and Council workshop meetings, City staff was directed to revisit the Land Use Chapter of the Comprehensive Plan, write an RFP and bring back a proposal on the next agenda to work with a consultant to update the Comprehensive Plan. The following were identified as priority items by Mayor Phillips, the Council, and the Planning Commission:

- The City of Norwalk, Iowa is seeking a consulting firm to lead the process to review and update the Future Land Use Chapter of the City of Norwalk Comprehensive Plan. The City's last Comprehensive Plan Update was completed in 2013, and since that time the City has continued to experience tremendous growth resulting in a population nearing or perhaps exceeding 10,000. During that growth, the City has experienced several difficult rezonings which have started discussion related to whether or not the Future Land Use section of the Land Use chapter is reflecting the vision of the Community.
- The goal of the process would be to conduct a review of the current Land Use chapter and Future Land Use section, solicit public input, and develop necessary updates to the chapter that align with the Community's vision for growth.

City staff has reviewed and scored three submittals for this project. Attached is a staff report with recommendation. At their November 9, 2015 regular meeting, the Planning Commission unanimously concurred with staff's recommendation and is also recommending you hire the group of Confluence, Proximity, & Marvin Planning Consultants. Staff is working with the City Manager to amend this year's budget to cover this expense. The attached resolution authorizes the mayor to execute an agreement with a consulting firm, as recommended by staff, pending legal counsel review. Approval of the resolution will allow the consultant to begin work as quickly as possible.

City Manager

STAFF RECOMMENDATION: Approve resolution by roll call vote.

RESOLUTION NO. _____

Authorizing the Mayor to Execute an Agreement for Professional Services Related to a Comprehensive Plan Update for the Land Use Chapter, in an Amount not to Exceed \$16,000

WHEREAS, the Planning Director and City Planner are working with the City Manager to budget an additional \$16,000 for a Comprehensive Plan update in the FY 15/16 budget; and,

WHEREAS, the City of Norwalk Comprehensive Plan needs to be updated to reflect the vision of the community especially regarding residential densities at its fringe; and,

WHEREAS, the City Council finds that it is beneficial to expedite the updating of the Comprehensive Plan and wishes to begin that work immediately; and,

WHEREAS, City staff has released an RFP and has received three quotes from reputable consulting firms to do this work.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norwalk, Iowa, that the mayor is hereby authorized to execute an agreement with Confluence, Proximity, & Marvin Planning Consultants pending legal counsel review, in an amount not to exceed \$16,000.

PASSED AND APPROVED this 19th day of November, 2015.

Tom Phillips, Mayor

ATTEST:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Delker	___	___	___
Isley	___	___	___
Jackson	___	___	___
Kuhl	___	___	___
Livingston	___	___	___

REQUEST FOR PROPOSAL

TO UPDATE THE CURRENT COMPREHENSIVE PLAN
by
PREPARING AN UPDATE TO THE LAND USE CHAPTER
for the
CITY OF NORWALK, IOWA



Qualification Due Date/Time
Friday, October 23, 2015
12:00 PM

City of Norwalk, Iowa
Development Services Department
705 North Avenue
Norwalk, Iowa 50211
www.norwalk.iowa.gov

Request for Proposal – Consultant Services

Comprehensive Plan Land Use Update
City of Norwalk, Iowa

Submittal Deadline: Friday, October 23, 2015

Submittal Contact: Luke Parris, AICP, City Planner
& Wade Wagoner AICP LEED GA, Planning Director
City of Norwalk
705 North Avenue
Norwalk, Iowa 50211
515-981-9530
lukep@norwalk.iowa.gov & wadew@norwalk.iowa.gov

The City of Norwalk, Iowa is seeking a consulting firm to lead the process to review and update the Future Land Use Chapter of the City of Norwalk Comprehensive Plan. The City's last Comprehensive Plan Update was completed in 2013, and since that time the City has continued to experience tremendous growth resulting in a population nearing or perhaps exceeding 10,000. During that growth, the City has experienced several difficult rezonings which have started discussion related to whether or not the Future Land Use section of the Land Use chapter is reflecting the vision of the Community.

The goal of the process would to conduct a review of the current Land Use chapter and Future Land Use section, solicit public input, and develop necessary updates to the chapter that align with the Community's vision for growth.

An electronic copy of the Comprehensive Plan which contains the Land Use chapter is available on the City's website at www.norwalk.iowa.gov

COMPREHENSIVE PLAN UPDATE PROCESS & CONTENT

1. Public and Stakeholder Review, Input, & Visioning
 - a. Project Kick-Off Meeting with Steering Committee
 - i. Informational meeting, overview of the basics of planning, review project scope, set roles, etc.
 - b. Joint Council & Planning Commission Workshop
 - i. Review existing plan, develop growth vision & goals
 - c. Key Stakeholder Interviews

- i. Discuss growth vision & goals with key stakeholders individually
 - d. Public Workshop
 - i. Structured public workshop to identify key issues, priorities, and land preferences. Workshop would include a brief discussion of planning basics and an overview of the current Land Use chapter.
 - e. Public Input Review with Steering Committee
 - i. An overview of the public input received and identifying the key issues and themes that developed through the process. Result would be direction for the update to the Land Use chapter.
- 2. Development of the Draft Land Use Chapter
 - a. Prepare a first draft
 - i. The consultant will develop a first draft of the land use map and text. The consultant will review the first draft with City staff and make any necessary changes.
 - b. Draft Presented to Steering Committee
 - i. The revised draft will provided to City staff and the Steering Committee for review. A Steering Committee will be held to present the draft and to record any feedback/comments. Necessary changes will be made following review.
 - c. Joint Workshop with Council/Committee/Commission
 - i. A Joint Workshop will be held with the City Council, Planning and Zoning Commission, and the Steering Committee to present the revised draft and record any feedback/comments. Necessary changes will be made following review.
 - ii.
- 3. Development of the Final Draft
 - a. Prepare the final draft
 - i. The consultant shall prepare a final draft based on feedback and comments gathered during step 2 of the process.
 - b. Planning and Zoning Commission Public Hearing
 - i. The consultant shall present the final draft at a public hearing during a Planning and Zoning Commission meeting.
 - c. City Council Public Hearing
 - i. The consultant shall present the final draft at a public hearing during a City Council meeting.

CONSULTANT RESPONSIBILITIES AND DELIVERABLES

The selected consultant will work under the direction of the City Manager, Planning and Economic Development Director, and the City Planner and will be responsible for consultation with the major stakeholder organizations, citizen boards, and the public and the following additional items:

- General management of the project
- Drafting and preparation of plan documents, graphics, mapping and other support services

- Data collection, analysis and presentation (with support from City staff)
- Organization and facilitation of public meetings (with support from City staff)
- Budgeting project funds
- Presentation(s) to the Planning and Zoning Commission and City Council

Products and deliverables shall be as follows:

- A final draft of the Land Use chapter of the City of Norwalk Comprehensive Plan, including any relevant maps and images.
- Maps and associated data shall be in ARCGIS 10.x format and shall be provided to the City (the City's GIS data will be made readily available as needed to the consultant).
- Text and report files shall be in MS Word and PDF formats.
- All final reports shall be presented in digital format for archiving and reproduction.

RFP TERMS AND CONDITIONS

1. The City of Norwalk reserves the right to amend the request for proposal at any time.
2. Questions regarding this RFP should be submitted in writing to the contact provided no later than October 16, 2015.
3. The City reserves the right to reject any or all proposals.
4. Although cost is an important consideration, the City shall not be obligated to accept the lowest cost proposal, but will base its decision on the criteria noted.
5. Expenses incurred in the preparation of submittals, presentations and other incidental activities related to this solicitation are solely the responsibility of the respondent.
6. All data, documents and other information provided to the City of Norwalk by the consultant because of this RFP shall become property of the City of Norwalk.

CALENDAR MILESTONES

Submittal deadline:	October 23, 2015
Interviews:	October 26 – November 6, 2015
City Council Consultant Selection:	November 19, 2015
Approval of Final Contract:	November 20, 2015

EVALUATION CRITERIA

The City will evaluate proposals based on a variety of factors:

- Firm's experience with projects of similar size, scope and complexity
- Firm's experience in meeting similar project goals
- Firm's experience in incorporating active public participation in similar projects
- Firm's proposed project timeline
- Firm's references

Based on the materials submitted, the City may invite any or all firms to make a verbal presentation on their proposal.

SUBMISSION INSTRUCTIONS

Interested firms shall respond in written form to this RFP and submit documentation substantiating their qualifications to perform the services required. At minimum, the RFP shall include:

- **Contact Information** — Name, address, phone numbers and e-mail.
- **Statement of Qualifications** — A statement of the firm's experience and qualifications relevant to the proposed project, including public participation experience.
- **Overview and Form of Organization** — A general overview and history of the company, including form of organization, number of years in business, number of employees, corporate headquarters location, and the names of principals, officers and directors of the firm.
- **Key Personnel** — Names of key personnel, their respective titles, experience and periods of service with the firm, including resumes if desired.
- **Project Timeline/Availability** — A brief overview of the anticipated timeline to complete such a project, including a statement on the availability of key personnel of the firm to undertake the proposed project.
- **Firms Fee Structure** — A summary of the firm's fee structure for all personnel that would be involved in the project and a general cost estimate to complete the project. A detailed project budget is not necessary with the RFQ.
- **References** — Names and telephone numbers of persons the City of Norwalk can call for references regarding the firm's past performance, preferably on similar projects.

Ten hard copies and one electronic copy of the RFP shall be submitted.

The submittal shall be limited to 30 pages of material.

Please include one hard copy and ten electronic copies (CDs) of 2 to 3 deliverables from prior clients demonstrating the candidate's capabilities to accomplish the scope of work indicated above, these deliverables are not included in the 30 page limit for the RFP.

Firms may submit the RFP in person or by mail. In any case, **submissions must be received by October 23, 2015 to be considered.** Submissions received after the deadline will be returned unopened to the firm and will not be considered.



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 09
For Meeting of 11.19.2015

ITEM TITLE: Resolution Approving a Construction Management Agreement with DCI Group, Inc. for Services with the Regional Stormwater Detention Project.

CONTACT PERSON: Tim Hoskins, Public Works Director
Wade Wagoner, Community Development Director

SUMMARY EXPLANATION: There are several elements to the Regional Stormwater Detention Project that could be served by the use of a construction manager assisting in coordination of activities with the various contractors, engineers, and property owners. DCI Group Inc. is a firm focused on construction management only. City staff has met with DCI Group Inc. and based on those meetings which also involved the project engineer, Veenstra & Kimm Inc. they have now provided an agreement for consideration and approval.

 x Resolution ____ Ordinance ____ Contract ____ Other (Specify) ____

Funding Source: _____ Project Capital Budget _____

APPROVED FOR SUBMITTAL _____

Marketa Oliver, City Manager

STAFF RECOMMENDATION: Approval of the resolution by roll call vote.

RESOLUTION NO. _____

**Awarding Contract for Construction Management Services for the Project Known as
Regional Stormwater Detention and Greenbelt Development**

WHEREAS, the City of Norwalk has initiated the development of a stormwater regional detention for the purposes of collecting and controlling of stormwater within a specific drainage basin that is experiencing significant development; and,

WHEREAS, the City of Norwalk has identified a need to retain services of a Construction Manager for the purposes of overseeing, organizing, documenting, and communicating elements of this project; and,

WHEREAS, city staff has met with DCI Group, Inc. who has reviewed the project scope and has offered a Construction Management Agreement that incorporates all the elements the city has identified a need for; and,

WHEREAS, the city has already obtained the services of a project engineer, Veenstra & Kimm, Inc., for the purposes of design and engineering who will coordinate with the Construction Manager throughout the project.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Norwalk, Iowa, that the Mayor be hereby directed to enter into a Construction Management Agreement with DCI Group, Inc. for the purposes of coordinating aspects of the Regional Stormwater Detention and Greenbelt project.

PASSED AND APPROVED this 19th day of November, 2015.

Tom Phillips, Mayor

ATTEST:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Delker	___	___	___
Isley	___	___	___
Jackson	___	___	___
Kuhl	___	___	___
Livingston	___	___	___

**CONSTRUCTION MANAGEMENT AGREEMENT for
City of Norwalk, Iowa – Regional Stormwater Detention and Greenbelt Development Stormwater
Connection Projects**

This CONSTRUCTION MANAGEMENT AGREEMENT (“Agreement”) is made and entered into on this 19th day of November, 2015 , between **DCI Group, Inc.**, 1925 High Street, Des Moines, Iowa 50309 hereinafter referred to as Construction Manager, and the **City of Norwalk** herein after referred to as Owner, WITNESSETH:

WHEREAS, Owner holds legal title to a tract of land located just east of IA Hwy 28, between Colonial Parkway on the south to Beardsley Street on the north and east to the Farms of Holland and United Properties Parcels in the City of Norwalk, IA, upon which it is undertaking the construction of a Regional Stormwater Detention and Greenbelt Development Projects, hereinafter referred to as (the “Projects”); and

WHEREAS, Owner has retained the services of **Veenstra & Kimm, Inc.** hereinafter referred to as "Engineers", to provide complete design for the improvements through construction administration for the site grading and stormwater detention portion of the project being hereinafter referred to as the "Stormwater Detention Project"; and

WHEREAS, Owner has/will retain the services of **Architect to be determined**, hereinafter referred to as "Architect", to provide design documents for the Greenbelt Development and being hereinafter referred to as the "Greenbelt Project"; and

WHEREAS, Owner solicited Construction Management services for the Projects and has selected Construction Manager on the basis of its proposal to provide such construction management services; and

WHEREAS, the parties desire to enter into a construction management agreement defining their rights, duties and responsibilities relating to the Project.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained, it is agreed between the parties as follows:

I.

CONSTRUCTION MANAGER'S RESPONSIBILITIES

1. With program and design information provided by the Architect & Engineers, the Construction Manager shall prepare a Preliminary Project cost estimate to include all phases and costs associated with the Project (the “Project Cost Estimate”). The Construction Manager shall periodically refine this Project Cost Estimate as additional design is completed, as specific pricing is received, and as changes to the Project are approved by the Owner. Project Cost Estimates prepared under this Agreement shall represent the Construction Manager's best judgment as a professional familiar with the construction industry. Accordingly, the Construction Manager cannot and does not warrant or represent that the Project Cost Estimate or evaluations prepared by Construction Manager will reflect actual Project Costs.

2. Construction Manager shall review the Project Cost Estimate, periodically with the Owner and Architect/Engineer to determine if the Owner’s budget is being maintained and that other Project objectives are being effectively met. Owner, Architect and Construction Manager will mutually decide if any significant design or Project changes are required. The Construction Manager shall not be responsible for any code compliance of the design.

As requested by Owner, the Construction Manager will develop and update cash flow reports and forecasts as needed for the Owner's financial planning. The Construction Manager will provide regular monitoring of the approved Project Cost Estimate, showing actual costs for activities in progress and estimates for uncompleted tasks. The Construction Manager shall identify variances between actual and budgeted or estimated costs, advise the Owner of the variances, and provide recommendations for corrective action as required.

3. The Construction Manager shall periodically review designs provided by the Architect/Engineer and shall provide to the Architect/Engineer recommendations on relative feasibility of construction methods, availability of procurement, installation and construction, and factors related to cost, including but not limited to, costs of alternative designs or materials, preliminary budgets and possible economies. Value engineering items shall be reviewed throughout the Project by Construction Manager to provide the Owner with options to maintain the Project within the overall budget and any separate budgets established for individual phases of construction. Construction Manager shall review requests by Trade Contractors to make changes in the design or method of construction of the Project, and make recommendations to the Architect/Engineer and Owner regarding the effects on construction methods, costs and schedule. If the change is made by the Architect/Engineer and approved by Owner, Construction Manager shall communicate that change to all affected Trade Contractors.

4. Construction Manager shall develop a Project schedule that sets out the time relationships and precedence relationships of the activities required to complete the total Project in accordance with the time constraints set out by the Owner's program. Such Project schedule shall be submitted to the Architect/Engineer and Owner for their review and comment. The Project schedule shall be revised by the Construction Manager to incorporate Architect's and Owner's comments.

5. Construction Manager shall monitor all activities on each phase of the Project and provide to the Owner and Architect/Engineer a revised Project Schedule no less frequently than once monthly. Each update shall include the reason for activity time changes and the effect on final completion of the total Project. If major milestone dates or the ultimate completion of the Project is affected, the Construction Manager shall provide to the Owner alternatives and related cost estimates for re-establishing the desired Project completion date.

6. Based on the Project specifications and mix of construction specialties required by the Architect/Engineer in the Project design, the Construction Manager shall prepare the General Conditions section of the bid documents to be included with the bid solicitation packages to be provided to the Trade Contractors. Such General Conditions shall include assignment of responsibilities for safety precautions and programs, temporary Project facilities and equipment, materials, and services for common use of Trade Contractors.

7. With input provided by the Architect/Engineer, the Construction Manager shall prepare separate Bid Packages for the various categories of work to be performed by the Trade Contractors. The preparation of bid documents by the Construction Manager to reflect the separation into Work Packages will be done in such a manner to ensure that the work of the separate Trade Contractors is coordinated, that all requirements of the Project have been assigned to the appropriate separate contract, that the likelihood of jurisdictional disputes has been minimized, and that proper coordination has been provided for phased construction. The Construction Manager does not represent that all jurisdictional disputes will be eliminated. The furnishing of the plans and specifications in sufficient quantities shall be the responsibility of the Architect/Engineer.

8. The Construction Manager shall prepare a schedule for the Owner's purchase of materials and equipment. This schedule will give consideration to the overall construction schedule and the requirements of the Trade Contractors for the material, the Owner's desire to properly manage the flow of Project expenditures, and the solicitation of prices or bids from qualified suppliers. The Construction Manager shall arrange for delivery and storage, protection and security for Owner-purchased materials, systems and equipment which are a part of the Project until such items are incorporated into the Project as defined under Reimbursable Costs.

9. The Construction Manager shall determine bidders' interest in the Project and conduct pre-bid conferences to familiarize bidders with the bidding documents, management techniques and with any special systems, materials or methods. The Construction Manager shall not interpret the intent of the drawings and Project specifications. The Owner shall have any necessary design clarifications prepared or change addenda prepared and shall deliver to the Construction Manager for distribution.

10. All bids will be opened and tabulated at the Owner's office with the Owner, Architect/Engineer and Construction Manager present unless otherwise directed by the Owner. Subsequent to the bid opening, the Construction Manager will prepare bid analyses, provide bid information to the Architect/Engineer for his review and comment, and make recommendations to the Owner for all awards of Contracts or rejection of bids. The Construction Manager shall prepare construction contracts which shall be approved by Owner. The Construction manager shall obtain necessary executed contracts and bonds from the selected Trade Contractors prior to the Trade Contractor commencing work on the site and shall obtain Certificates of Insurance from the Trade Contractors and shall maintain a log of expiration dates, coverages, and agent contact information. The Trade Contracts shall state that the Trade Contractor, and not the Construction Manager, is responsible for construction methods, contract performance, safety and compliance with other regulations and laws from applicable jurisdictions.

11. The Construction Manager, following Contract approval by the Owner and with the cooperation and input from the Architect/Engineer, shall administer all of the Contracts for Construction and Purchase Orders with Trade Contractors and with material, service or equipment suppliers. All such trade contracts shall bind the services of the Trade Contractors to the Owner and acknowledge the duties and rights of the Construction Manager as described in this Agreement. The Construction Manager's contract administration shall include management and related services as required to coordinate work of the Trade Contractors with each other and with the activities and responsibilities of the Construction Manager, the Owner and the Architect/Engineer to complete the Project in accordance with the Owner's objectives for cost, time and quality. The Construction Manager will prepare Change Orders for agreement by Architect/Engineer, Owner and Contractor and Change Directives for agreement by Architect/Engineer and Owner. The Construction Manager shall provide sufficient organization, personnel and management to carry out the requirements of this Agreement.

12. The Construction Manager shall schedule and conduct pre-construction, construction and progress review meetings to discuss such matters as procedures, progress, problems and scheduling and shall prepare and distribute minutes from such meetings to all necessary Trade Contractors, the Owner and the Architect/Engineer. The Construction Manager shall gather the necessary information to update the Project Schedule as required by paragraph I.5 and distribute the updated schedule to the Owner, Architect/Engineer and Trade Contractors.

13. The Construction Manager shall evaluate the performance of each Trade Contractor by using direct observation, evaluation by the Architect/Engineer in accordance with the contractual obligations of the Architect/Engineer, and through evaluation of physical testing when required in order to determine in general that the work of each Trade Contractor is being performed in accordance with the requirements of the Contract Documents. The Construction Manager shall recommend alternative courses of action to Trade Contractors when it is determined that the requirements of the Contract are not being met. If the noncompliance persists, the Construction Manager shall reject the work and take the appropriate action to ensure that the work is repaired or replaced so that it is in accordance with the Architect/Engineer's plans and specifications. Appropriate action can be any action allowed by the construction contract with a Trade Contractor, including the termination of the contract, the enforcement of any provision of a payment or performance bond, and/or use of alternative means to accomplish the work.

The Construction Manager shall not be responsible for the construction means, methods, techniques, sequences and procedures employed by Trade Contractors in the performance of their Contracts. The cost of repairing or replacing defective materials or work shall rest exclusively with the Trade Contractor.

14. The Construction Manager shall develop and implement procedures for the review and processing of applications for payment for progress and final payments to Trade Contractors. These procedures shall provide for the timing to adhere to the requirements of the disbursing agent of Owner, for the detailed review and certification by the Construction Manager and for the review by the Architect/Engineer as required under the Architect/Engineer's Agreement with the Owner. The Construction Manager shall not approve for payment any application that exceeds the accumulated value of the work in place plus material suitably stored on site less the contractual percentage for retainage until the final payment.

15. The Construction Manager shall receive from the Trade Contractors and review all Shop Drawings, Product Data, Samples and other submittals. The Construction Manager shall coordinate these submittals with information contained in related documents and transmit them to the Architect/Engineer. In collaboration with the Architect/Engineer, the Construction Manager shall establish and implement procedures for expediting the processing and approval of Shop Drawings, Product Data, Samples and other submittals.

16. The Construction Manager shall record the progress of the Project. In addition to the minutes of meetings (paragraph I.12.) and to the schedule updates (paragraph I.5.), the Construction Manager shall submit written progress reports to the Owner including information on each Trade Contractor, as well as each phase of the entire Project, showing percentages of completion and the number and amounts of Change Orders. The Construction Manager shall keep a daily log containing a record of weather, Trade Contractors' work on the site, number of workers, work accomplished, problems encountered, and other similar relevant data as the Owner may require and shall make the log available to the Owner and the Architect/Engineer.

17. The Construction Manager shall maintain at the Project site or at the Construction Manager's office, on a current basis: a record copy of all Contracts, Drawings, Specifications, Addenda, Change Orders and other Modifications, in good order and marked to record all changes made during construction; Shop Drawings; Product Data; Samples; submittals; purchases; materials; equipment; equipment/manufacturers' warranties; applicable handbooks; maintenance and operating manuals and instruction; other related documents and revisions which arise out of the Contracts or work. The Construction Manager shall maintain records of principal building layout lines, elevations of the bottom of footings, floor levels and key site elevations certified by a qualified surveyor or professional engineer if requested in writing by the Owner. The Construction Manager shall make all records available to the Owner and the Architect/Engineer. At the completion of the Project, the Construction Manager shall deliver all such records to the Owner.

18. When the Construction Manager considers each Trade Contractor's work or designated portion thereof substantially complete, the Construction Manager shall prepare a list of incomplete or unsatisfactory items (the "punch list") and a schedule for their completion. The Construction Manager shall inform the Architect/Engineer of the schedule for conducting inspections so that the Architect/Engineer can attend and provide its evaluation and additions to the punch list.

19. As a part of the inspection process, the Construction Manager, the Owner's maintenance personnel and the Architect/Engineer shall observe the Trade Contractors' checkout of utilities, operational systems and equipment for readiness and shall assist in their initial start-up and testing.

20. In conjunction with the Architect/Engineer, the Construction Manager shall determine the Project is substantially complete and shall certify the Date of Substantial Completion of the Work. The Construction Manager shall prepare a summary of the status of the work of each Trade Contractor. It shall establish a schedule for completion by the Trade Contractor of any uncompleted items listed on the Certificate of Substantial Completion and shall coordinate the correction and completion of such work by each Trade Contractor.

21. Following the issuance of a Certificate of Substantial Completion of the Project or designated portion thereof, the Construction Manager shall evaluate the completion of the work of the Trade Contractors and inform the Architect/Engineer when the work is ready for final inspection. The Architect/Engineer, Owner, and the Construction Manager shall jointly conduct the final inspection. The Construction Manager shall secure and transmit to the Owner required guarantees, affidavits, releases, bonds and waivers and shall deliver to the Owner all keys, manuals, record drawings and maintenance stocks.

22. The Construction Manager shall obtain for Owner the Builder's Risk Insurance coverage as a part of General Condition's costs, if requested by the Owner.

II.

OWNER'S RESPONSIBILITIES

1. The Owner shall provide all information regarding the requirements of the Project, including a program, which shall set forth the Owner's objectives, constraints and criteria, including space requirements and relationships, flexibility and expandability requirements, special equipment and systems and site requirements.

2. The Owner shall provide a budget for the Project, based on consultation with the Construction Manager and the Architect/Engineer, which shall include contingencies for bidding, changes during construction and other costs which are the responsibility of the Owner. The Owner shall, at the request of the Construction Manager, provide a statement of funds available for the Project and their source.

3. The Owner shall designate a representative authorized to act in the Owner's behalf with respect to the Project. The Owner, or such authorized representative, shall examine documents submitted by the Construction Manager and shall render decisions pertaining thereto promptly to avoid unreasonable delay in the progress of the Construction Manager's services.

4. The Owner has retained an Architect/Engineer whose services, duties and responsibilities are described in an Agreement between the Owner and the Architect/Engineer. The terms and conditions of the Owner-Architect/Engineer Agreement will be furnished to the Construction Manager and will not be modified without written consent of the Construction Manager, which consent shall not be unreasonably withheld. Actions taken by the Architect/Engineer, as agent of the Owner shall be the acts of the Owner, and the Construction Manager shall not be responsible for such actions.

5. The Owner or the Trade Contractor as required by specification shall furnish structural, mechanical, chemical and other laboratory tests, inspections and reports as required by law or the Contract Documents.

6. The Owner shall furnish the Construction Manager a sufficient quantity of construction documents. The services, information and reports required by paragraphs II.4. through II.6. inclusive shall be furnished at the Owner's expense, and the Construction Manager shall be entitled to rely upon their accuracy and completeness.

7. If the Owner observes or otherwise becomes aware of any fault or defect in the Project, or nonconformance with the Contract Documents, prompt written notice thereof shall be given by the Owner to the Construction Manager and the Architect/Engineer. The Construction Manager shall be responsible for seeing that such fault or defect in the work is corrected.

8. The Owner reserves the right to perform work related to the Project with the Owner's own forces, and to award contracts in connection with the Project which are not part of the Construction Manager's responsibilities under this Agreement. The Construction Manager shall notify the Owner if any such independent action will in any way compromise the Construction Manager's ability to meet the Construction Manager's responsibilities under this Agreement.

9. The Owner shall furnish all reasonably required information and services and shall render approvals and decisions with reasonable promptness to avoid delay in the orderly progress of the Construction Manager's services and the Work of the Trade Contractors.

10. The Owner shall communicate with the Trade Contractors only through the Construction Manager.

III.

DEFINITIONS FOR COSTS AND FEES

1. The total Construction Cost shall be the total of the final Contract Sums for all of the separate Trade Contracts, plus direct purchases of materials or services by the Owner, plus actual Reimbursable Costs as defined in paragraph III.3, and plus the Construction Manager's fee under paragraph III.4. compensation for each phase of the Project, and compensation to the Architect and the Architect's consultants. Construction Cost does not include the cost of land, rights-of-way, or other costs which are the responsibility of the Owner.

2. Direct Personnel Expense is defined as the direct salaries of all of the Construction Manager's personnel engaged on the Project, the cost of their mandatory and customary contributions and benefits related thereto and all other related personnel cost. For purposes of this Agreement, the list of the Construction Manager's personnel and their related total cost is defined specifically below. These costs shall remain constant throughout the term of this Agreement and shall only be used when the specified personnel are engaged in activities which are a portion of Reimbursable Cost as defined in paragraph III.3. below or when they are engaged in "other services" as requested by the Owner; provided, however, the hourly rates listed below may be increased by Construction Manager effective October 1 of each year by up to 5%.

GENERAL RATE SCHEDULE
Hourly Charges

Personnel	Rate
Project Executive	\$119/hour
Project Manager	\$93/hour
Project Superintendent	\$87/hour
Project Engineer	\$72/hour
Project Coordinator	\$43/hour

Personnel time and expenses charged as Reimbursable Costs shall not be subject to additional multiplier or mark-up by the Construction Manager.

3. The term "Reimbursable Costs" shall mean costs necessarily incurred in the proper performance of services and paid by the Construction Manager. Trade discounts, rebates and refunds, and returns from sale of surplus materials and equipment shall accrue to the Owner, and the Construction Manager shall make provisions so that they can be secured.

- a) Reimbursable Costs shall include the following items or items of a like nature and kind:
 - 1. On-site Construction Manager at above rates, if requested by owner.
 - 2. Temporary office trailer with computer and fax machine at direct cost per month.
 - 3. Printing costs for plans, specifications, contracts and other such documents, as well as mailing, shipping and handling costs which are not otherwise provided by the Owner or Architect/Engineers.
 - 4. Additional on-site staff, if pre-approved by Owner, at the hourly rates in paragraph III.2 or as otherwise agreed to by both parties.
 - 5. Temporary job telephone and usage.
- b) Items which are not Reimbursable Costs and which are covered by the Management Fee defined in paragraph III.4. include but are not limited to:
 - 1. Salaries, costs and compensation of the Construction Manager's employees when engaged in activities other than those specifically listed under Reimbursable Costs paragraphs III.3.a. or III.3.c.
 - 2. General operating expenses of the Construction Manager's principal offices.
 - 3. Any part of the Construction Manager's capital expenses.
 - 4. Overhead or general expenses of any kind, except as may be included as Reimbursable Costs, paragraphs III.3.a. or III.3.c.
 - 5. Legal costs of Trade Contract preparation. However, Construction Manager will not be responsible for legal costs incurred by the Owner to review any documents or contracts or to litigate or defend any action.
- c) Items which, at the sole discretion of the Owner, may be directly purchased by the Owner or supplied by the Construction Manager and reimbursed by the Owner as additional Reimbursable Costs include but are not limited to:
 - 1. Builder's Risk insurance (insurance to protect the project).
 - 2. Storage trailers, facilities - on and off site.
 - 3. Temporary utilities - connection fees and usage
 - 4. Job site security.
 - 5. Traffic control.

6. Job site clean-up and trash removal.
7. Payment and Performance bonds.
8. Job signs.
9. Building permit or special permits required for completion of the job and not included in Trade Contracts.
10. Rental of equipment used at the site not included in Trade Contracts and pre-approved in writing by Owner.
11. Costs of an emergency affecting the safety of persons and property.
12. Other services requested by Owner and outside of those included in Section I.

4. The fee to be paid to the Construction Manager (the "Management Fee"):

STORMWATER DETENTION PROJECT PORTION:

The Management Fee for the Stormwater Detention Project shall be a fixed amount totaling \$50,000 for the scope of services described to assist the Engineers in the Design, Preconstruction, and Bidding, Award and Construction Administration.

GREENBELT PROJECT PORTION:

The Management Fee for the Greenbelt Project will be staff cost based on estimate provided once scope of project is determined plus a fee of 3.0% of the total construction costs for Construction Administration and Closeout.

This is based on a project budget range of \$1.5 to \$3 million. Any savings or increase in costs shall not cause an adjustment to the Fee, except that if the Project budget shall be increased by the Owner to cause an increase of more than ten percent (10%) above the range listed above, the Construction Manager and Owner agree to increase the Fee proportionately.

The Management Fee shall include the general and administrative overhead plus the profit of the Construction Manager in providing the services specified in this Agreement.

IV.

PAYMENTS TO THE CONSTRUCTION MANAGER

1. Payments on account of the Management Fee and for Reimbursable Costs shall be made monthly upon presentation of the Construction Manager's statement of services rendered or costs incurred which shall be submitted with such supporting documentation as Owner requests. Such statement will be provided on a timely basis such that it conforms to the processing requirements of the disbursing agent of Owner. The Management Fee defined in paragraph III.4. shall be invoiced in equal monthly installments determined by dividing the total Management Fee by the number of months of estimated project duration plus one. The first payment will be invoiced on the first day of the month following execution of this agreement.

2. No deductions shall be made from the Construction Manager's compensation on account of penalty, liquidated damages or other sums withheld from payments to Contractors, or on account of the cost of changes in Work other than those for which the Construction Manager is held legally liable.

3. If the Project is suspended or abandoned in whole or in part for more than three (3) months, the Construction Manager shall be compensated for all services performed prior to receipt of written notice from the Owner of such suspension or abandonment, together with Reimbursable Costs then due as defined in paragraph III.3. and all Termination Expenses. If the Project is resumed after being suspended for more than three (3) months, the Construction Manager's compensation shall be equitably adjusted.

If construction of the Project has started and is stopped by reason of circumstances not the fault of the Construction Manager, the Construction Manager shall reduce the size of the Project-site staff after 30 days' delay, or sooner if feasible, for the remainder of the delay period as directed by the Owner. During that delay period, the Owner shall reimburse the Construction Manager for the costs of such reduced staff, plus any relocation or employment termination costs. Upon the termination of the stoppage, the Construction Manager shall reinstate the Construction Manager and any other Owner-approved, Project-site staff as soon as practicable.

V.

TERMINATION OF AGREEMENT

1. This Agreement may be terminated by either party upon seven (7) days' written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.

2. This Agreement may be terminated by the Owner upon at least fourteen (14) days' written notice to the Construction Manager in the event that the Project is permanently abandoned.

3. In the event of termination not the fault of the Construction Manager, the Construction Manager shall be compensated for the portion of the Management Fee earned to the termination date together with Reimbursable Costs then due and all Termination Expenses.

Termination Expenses are defined as Costs directly attributable to termination for which the Construction Manager is not otherwise compensated.

VI.

INSURANCE

Construction Manager shall obtain insurance of the types and in the amounts described below:

1. Commercial General and Umbrella Liability Insurance. Construction Manager shall maintain commercial general liability ("CGL") and, if necessary commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to the Project.

- a. CGL insurance shall be written on ISO occurrence form CG 00 01 10 (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, independent Construction Managers, products-completed operations and personal injury and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).
- b. Owner shall be included as an insured under the CGL, using ISO Additional Insured Endorsement CG 20 10 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance programs afforded to, or maintained by, Owner.

2. Business Auto and Umbrella Liability Insurance. Construction Manager shall maintain business auto liability and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of any auto (including owned, hired and non-owned autos).

3. Workers Compensation Insurance. Construction Manager shall maintain workers compensation and employers liability insurance.

- a. The employer's liability and/or commercial umbrella limits shall not be less than the statutory limits each accident for bodily injury by accident and each employee for bodily injury by disease.
- b. The alternate employer endorsement (WC 00 03 01 A) shall be attached showing Owner in the schedule as the alternate employer.

4. By requiring the insurance as set out herein, Owner does not represent that coverage and limits will necessarily be adequate to protect Construction Manager and such coverage and limits shall not be deemed as a limitation on Construction Manager's liability under the indemnities provided to Owner in this Agreement, or any other provision of the Contract Documents.

5. Prior to commencing the Work, Construction Manager shall furnish Owner with a certificate(s) of insurance, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

- a. All certificates shall provide for ten (10) days' written notice to Owner prior to the cancellation on material change of any insurance referred to therein.
- c. Failure of Owner to demand such certificate or other evidence of full compliance with these insurance requirements or failure of Owner to identify a deficiency from evidence that is provided shall not be construed as a waiver of Construction Manager's obligation to maintain such insurance.
- c. Owner shall have the right, but not the obligation, to prohibit Construction Manager from entering the Project site until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by Owner.
- d. Construction Manager shall provide certified copies of all insurance policies required above within ten (10) days of Owner's written request for said copies.

VII.

MISCELLANEOUS PROVISIONS

- 1. This Agreement shall be governed by the law in effect in the State in which the project is located.
- 2. To the extent permitted by law, the Owner and the Construction Manager waive all rights against each other, and against the contractors, consultants, agents and employees of the other, for damages covered by any property insurance during construction. The Owner and the Construction Manager shall each require appropriate similar waivers from their contractors, consultants and agents.
- 3. The Owner and the Construction Manager, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party to this Agreement, and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of this Agreement. Neither the Owner nor the Construction Manager shall assign, sublet or transfer any interest in this Agreement without the written consent of the other.
- 4. This Agreement represents the entire and integrated agreement between the Owner and the Construction Manager and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and the Construction Manager.

5. Nothing contained herein shall be deemed to create any contractual relationship between the Construction Manager and the Architect/Engineer; nor shall anything contained in this Agreement be deemed to give any third party any claim or right of action against the Owner or the Construction Manager which does not otherwise exist without regard to this Agreement.

6. While the Construction Manager does not provide full warranty of the entire Project, it shall cause each Trade Contractor, through the Trade Contract agreement, to provide warranties to cover the portion of the work constructed by them, and shall assist and coordinate obtaining warranty work following completion of the Project, without additional compensation. Such warranties shall include labor and materials furnished by or constructed by the Trade Contractors.

7. Construction Manager shall provide Owner with proposed trade contract forms to be utilized in its bidding of the construction phase of the Project, and shall include in such contract if requested by Owner, liquidated damages for any delay in completion of each such Trade Contract.

8. Where the context requires, the singular shall be deemed to include the plural and the masculine to include the feminine and neuter and vice versa.

9. The Construction Manager will assign, upon approval by the Owner, an employee to serve as Project Manager to the Project. Owner's approval will not be unreasonably withheld. If, during the construction of the Project, Owner requests a change in the Project Manager, Construction Manager will cooperate with Owner to resolve any conflicts or problems, or will make a good faith effort to accommodate Owner's request.

10. Owner agrees to allow Construction Manager to, at its own expense, take photographs of the Project and use them in Construction Manager's literature, advertising, annual statements, and for other such publications and uses. In no event shall any such photographs contain any employees or students of the Owner.

IN WITNESS WHEREOF, DCI GROUP, INC., as Construction Manager, has caused this instrument to be executed by its Principal; and CITY OF NORWALK, as Owner, has caused this instrument to be executed, accepting this Agreement, all as of the day and year first written above.

CONSTRUCTION MANAGER

DCI GROUP INC.

By _____
Kevin C. Kain, President

OWNER

CITY OF NORWALK

By _____
Tom Phillips, Mayor

ATTEST:

Jodi Eddleman, City Clerk

October
2015



Construction Management Services Overview



1925 High Street. Des Moines. IA 50309

The value to the City of Norwalk.

Scope	Your Value
Program Management	<ul style="list-style-type: none">• We manage every detail of the project.• We hold the team accountable.
Preconstruction Scheduling	<ul style="list-style-type: none">• Extensive schedule experience resulting in accurate and realistic plans.• Detailed schedules that produce well informed bidders and accurate bid results.• Our schedule will provide an accountability roadmap for Owner, Designer, and Construction Manager. – This team needs to stay on course the same as the contractors.
Preconstruction Estimating	<ul style="list-style-type: none">• Multiple estimates to gauge cost with design progress and minimize surprises.• Staying current and close to the market and industry for accurate costing projections.• Providing cost saving alternates and strategies to save money
Bid Package Development	<ul style="list-style-type: none">• Eliminating scope gaps reducing change orders.• Written standards specifically tailored for your projects results in well informed bidders, accurate bid results and change order reduction.• We transfer all the preconstruction planning and knowledge to the bidding contractors.
Constructability	<ul style="list-style-type: none">• We ensure what is designed can be built.• We review onsite conditions during preconstruction to reduce unforeseen conditions.• Improved quality and long term operational efficiency.
Logistics Management	<ul style="list-style-type: none">• Further and more informed instruction allowing bidders to completely understand project.• Disturbance Mitigation Plan – Minimizing noise, odors, and visual distractions.• Coordination of city operations and construction tasks.• Planning and establishing a safe environment for the public and construction personnel.

Contract Management/Administration	<ul style="list-style-type: none"> • We act only and solely on your behave. • Your single point of contact for all contractual and administration needs. • Your State of Iowa Legislative Code expert as it relates to procurement and purchasing regulations.
Safety	<ul style="list-style-type: none"> • Create a safe environment for public and construction personnel. • Establish protocol in bidding documents so contractors are well informed of requirements and strategies. • Administration of IOSHA regulations.
Quality	<ul style="list-style-type: none"> • Thorough design documents review ensuring a high degree of quality. • On-site representation to ensure you're getting what you're paying for. • In-house Mechanical & Electrical Consultant to review and assist with building operations systems.
Budget and Cost Control	<ul style="list-style-type: none"> • Ensuring cost stays within defined parameters. • Accurate projections for financial decision making needs. • Administration of change order process.
Construction Scheduling	<ul style="list-style-type: none"> • We will drive team accountability and performance to meet defined milestones. • Industry leading process, planning, and tools to manage construction schedule. • Consistently communicating project progress, concerns, and solutions.
Sustainability	<ul style="list-style-type: none"> • Planning for the future with environmental, energy efficiency, and long term operational focus. • We have certified LEED professionals who are skilled in utilizing sustainable practices. • Waste reduction and recycling programs for the project.
Closeout and Warranty	<ul style="list-style-type: none"> • Your resource to manage all post-construction needs. • We stay involved well after construction is completed to ensure warranty items are executed.

Scope of Services

Program Management

A project's success depends on the collaboration of its team members. DCI Group understands the importance of assembling the team so collaboration can begin as soon as possible. It's essential to develop strong, positive relationships from day one until project conclusion.

We will provide the leadership to manage the schedule, scope, and administration requirements of all team consultants.

We are experienced in facilitating the project goals with all team members and technical services. These could include any of the following:

- Architectural and Engineering Design Services
- Building and Site Surveying Services
- Building Commissioning Services
- Special Testing Agency Services
- Move Coordination
- Furniture, Fixture, and Equipment Coordination
- Authorities Having Jurisdiction Inspections and Management

Preconstruction

The success of construction is most influenced by the work and decisions provided at the preconstruction stage. We refer to this as the "Listening" and "Planning" stage. This stage must be delicately managed to allow ultimate creativity, but balanced with discipline to maintain schedule and budget restrictions. DCI Group will provide the leadership necessary for this management balance. This section will describe our philosophies and tools we use to lead this effort.

Preconstruction Scheduling. DCI Group is well versed in leading the discussion and transferring the information gathered from the team and incorporating the data into a master schedule. In order to obtain this information we lead and develop planning sessions with Owners, Designers, and Consultants. We use the very same approach with contractors during construction and find it extremely valuable to develop a plan as a team. This collaborative approach dramatically improves accountability as we measure schedule progression.



Preconstruction Estimating: DCI Group will perform a detailed estimate at all identified preconstruction milestones. At a minimum these will include estimates at Initial Project Assessment, Schematic Design, Design Development, and Construction Document phases. DCI Group will also provide cost information in between these milestones for material evaluation purposes or for general decision making needs.

We understand that projecting a budget for a public bid process is extremely important. Several variables impact a construction projects cost and many can be difficult to predict. We research construction cost variables in order to accurately predict construction cost at the time of bid. To demonstrate our skill and accuracy in estimating, over the last two years we have budgeted and bid 19 public projects that have a total construction cost of approximately \$53,772,341. Our average delta between projected cost and bid day results is 1.8%.

Our team will ensure a value analysis process takes place during each estimate review. This step will include cost evaluations directly related to construction for labor efficiencies, material selection, constructability, and logistics. It also will include evaluation of facility management and operations, performance, cost of ownership, life-cycle analysis, and sustainable design concepts.

Bid Package Development. Bid Packages will be developed strategically based on the unique scope of work developed for the project. They will be structured to ensure the best quality of workmanship and promote maximum competition. DCI Group develops bid packages throughout the preconstruction phase keeping the team abreast of recommendations along the way. The bid packages are developed into bid tabs for the team to quickly analyze on bid day. We have developed extremely solid scope definition documents to portray scope disciplines and coordination responsibilities. These are modified to match the unique scope determined for the each project with strict attention to detail.

Constructability. Constructability is a broad term in the construction industry. For DCI Group, constructability is providing not only thorough review of design documents to ensure solid bidding documents, but also reviewing existing conditions. We need to evaluate design intent against the reality of construction means and methods. This process is intertwined with our value analysis process. DCI Group will be on site during design to study existing conditions as they relate to the proposed scope of work. This time is instrumental in establishing bid instructions and eliminating surprises that can greatly impact both schedule and budget. We also strongly believe in incorporating mock-ups into the preconstruction process when relevant. Mock-ups aid in constructability reviews and schedule sequencing. They are also very effective for the evaluation of material selections. Mock-ups can be accomplished process helps the team to “see” and “feel” progressions before bidding documents are finalized. It also helps to inform contractors of existing conditions. Performing this task during preconstruction makes for less interruption and surprise during construction.



Logistics Management: We view Logistics Management as the “how to” process for executing the work. We identify and analyze the challenges of completing the work from every facet. Whatever the case, we will help lead the effort to listen and develop a logistics management plan that works to maintain these needs alongside the construction activities.

These include items such as:

- Construction Phasing Complementing Occupancy Requirements
- Vertical and Horizontal Labor and Material Transportation
- Disturbance Mitigation Plan – Working with Noise, Odors, and Visual Distractions
- Emergency Response Planning - Egress Dynamics
- Authorities Having Jurisdiction Coordination
- Temporary Air and Temperature Conditioning Needs
- Temporary Enclosure - Weather Protection Measures
- Site Access and Material Storage Locations
- Construction Office, Parking, Fencing, and Equipment Placement Restrictions

Construction

DCI Group is built around our relationships with the clients that we serve. We strongly believe in our people becoming engrained in your day to day operations. We strategically deploy our staff to be on site as soon as possible. We can serve you best by understanding you and tailoring our processes to meet your needs. We are disciplined in our approach but allow for creative and flexible adjustments to accommodate your unique operation.

Safety: Safely executing the work doesn’t start when the workers hit the job site, it starts in preconstruction. DCI Group will closely analyze the design and logistics of the project to ensure all aspects of safety are considered. We will review and provide the necessary coordination of safety requirements between the bid packages.

Safety needs to be evaluated with not only the actual construction task, but with consideration of the occupants and general public. Due to its extreme importance, all meeting agendas will include safety as the first topic of discussion.

DCI Group ensures that the trade contractors have acknowledged the safety requirements to perform their scope of work by obtaining and reviewing each contractor’s project specific safety plan. DCI will organize and conduct a weekly safety walk with all trade contractors. DCI Group also initiates a safety orientation program with each individual worker that arrives on site.

DCI Group often works with third party consultants for increased safety awareness. We have experience working with programs from both IOSHA and Master Builders of Iowa.

Quality. Just like safety, our approach to quality has its highest degree of impact during preconstruction. All design and existing conditions will be reviewed to ensure the bidding documents are well positioned to deliver a high degree of quality. Work execution must be closely watched to ensure all the work in developing quality bidding documents are transformed into reality.

DCI's quality assurance processes include:

- Submittal Review to Ensure Bidding Document Conformance
- Coordination of Formal Quality Walk-Throughs with Owners and Designers
- Focused Discussion during All Project Meetings
- DCI Group Organized Contractor Punch List
- Pre-Installation Meetings
- Third-Party Testing and Inspection Coordination

Budget and Cost Control. DCI Group will provide all duties necessary to manage the financial processes of a project. This includes budget reporting, payment processing, and change management responsibilities. This includes budget status reports, change request totals, change order category status reports, and change responsibility matrices. We review and analyze all change as it relates to budget and schedule. We demand detailed information and examine it to make sure it fairly matches the change request. DCI Group understands the critical nature of the timely processing of cost and change management on a construction project. We will demand accountability from all parties to limit delays.

Construction Scheduling. Scheduling the Construction Phase of the project is broken up into two steps. First, a construction schedule must be included to accompany the bidding documents. This will provide essential schedule direction to bidding contractors. This is referred to as the "Baseline Bid Schedule." This schedule will be built during the schematic stages of design and reviewed at each major design milestone to ensure logic has been thoughtfully portrayed. The schedule detail provided by DCI Group in the bidding documents greatly enhances the communication of the "Plan" to the bidding community. This results in cost savings and more efficient transition into construction with successful bidders.

The second step is to transform the "Baseline Bid Schedule" into a "Master Construction Schedule." This schedule will be developed very similar to the methods we described under Preconstruction Scheduling. We bring the entire contractor team into several planning sessions to develop the schedule under a team building approach. This method enhances collaboration and integration between team members. Our ultimate goal is to produce schedule reliability. Scheduling doesn't stop after the initial build, in fact, the effort only gets more intense. DCI Group's process for updating a schedule involves several steps that take place daily. We acknowledge key project and field leaders to help establish detailed daily work plans. We keep the same theme of collaboration by meeting daily with this group to discuss and measure performance. All of this is very strictly managed by our project staff and brought back into the Master Construction Schedule. This keeps the entire team of Owners, Designers, Contractors well informed of the dynamic process of maintaining a project schedule.



Sustainability. DCI Group is well experienced when it comes to sustainability. All projects are reviewed to incorporate sustainable practices. Our staff has been involved in numerous projects that have achieved all levels of LEED Certification.

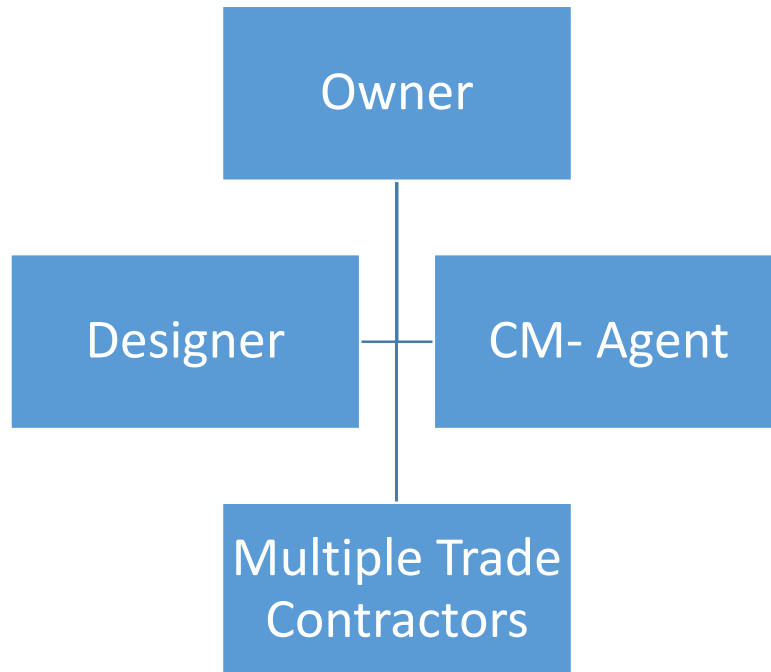
DCI Group has the following LEED Accredited Professionals:

Kevin Kain, President | LEED AP
Brandon Schulte, Senior Construction Manager | LEED AP
Scott Mohr, Senior Project Manager | LEED AP
Rob Greiner, Project Engineer | LEED AP
Chad Halupnick, Senior Construction Manager | LEED AP
Benjamin Gannon, Project Manager | LEED AP
David Frischmeyer, Project Manager | LEED AP

It's important to evaluate sustainable ideas from a variety of angles. We will assist in providing information for life cycle cost analysis, local utility rebates, long term maintenance and operational considerations.

Closeout and Warranty. The final punch list item is not the last day DCI Group is committed to providing service. The turnover from a construction phase to occupancy can be pretty overwhelming. We are committed to providing the leadership to organize this effort. DCI Group utilizes a complex closeout matrix to ensure all closeout duties are diligently managed. This will include the submission of owner and maintenance manuals, as-built drawings and attic stock materials. Owner training sessions will be organized and developed to provide you with the necessary knowledge to operate the facility. We will provide warranty management along with leading post-construction walk-throughs.

Construction Management Agent Delivery Format



Construction Management– Owner utilizes a Construction Manager (CM) as its principal agent to advise on or manage the process over the life of the project. The CM shall assume the position of the owner's representative, professional advisor or extension of staff to the Owner during Preconstruction. During construction, the CM oversees trade contractors on behalf of the owner and manages the overall process, quality and flow of information.

Advantages of Construction Management:

- Maximum advocacy for the Owner
- The effective management of financial budget goals established by Owner
- Enhanced control over the scope of work
- Accurate Budgeting and early input
- Optimal scheduling options and management
- Value added use of project team member's expertise
- Strategies to avoid delay's, changes, and claims
- Enhanced design and construction quality



**BUSINESS OF THE CITY COUNCIL
AGENDA STATEMENT**

Item No. 10
For Meeting of 11.19.2015

ITEM TITLE: Resolution Approving Acting Pay for Positions in the Police and Fire Departments

CONTACT PERSON: Marketa Oliver, City Manager

SUMMARY EXPLANATION:

The City of Norwalk currently has, and in the past has had, officers assume leadership of the Police and Fire Departments for a period of time. The purpose of this resolution is to set the compensation rate for "Acting Pay" for the officers who have taken on those greater leadership roles that are outside of their normal required duties.

Assistant Police Chief, Kirk Westvold, was an *Officer in Charge* of the Police Department, meaning he was the Acting Police Chief, from the time Chief Kuhl retired until Chief Staples was hired. Chief Kuhl's last physical day on the job was August 31st, 2013. Therefore, Assistant Chief Westvold served as Officer in Charge of the Department from September 1, 2013 through February 2, 2014. This represents 21 weeks. The proposed resolution would approve \$2,721.60 of compensation for the Assistant Chief during the time he acted as the Police Chief.

Assistant Chief Ryan Coburn, in the Fire Department, became Officer in Charge effective September 15, 2015, which means that he is considered the Acting Fire Chief. The proposed resolution would compensate the Assistant Chief in the amount of \$132.20 per week for serving as Acting Chief.

☒ Resolution ☐ Ordinance ☐ Contract ☐ Other (Specify) _____

Funding Source: Public Safety in General and Special Revenue funds

APPROVED FOR SUBMITTAL _____


Marketa Oliver, City Manager

STAFF RECOMMENDATION: Adopt resolution by roll call vote.

RESOLUTION NO. _____

Approving Acting Pay Schedule for Positions in the Police and Fire Departments

WHEREAS, the City of Norwalk is a duly organized municipality; and,

WHEREAS, the Norwalk Police and Fire Departments provide critical public safety services to the community; and,

WHEREAS, from time to time, the Assistant Chiefs assume roles as *Officers in Charge* and acted, or are acting, as Chiefs of the Departments; and,

WHEREAS, Assistant Chief Kirk Westvold was Officer in Charge/Acting Chief of the Police Department for 21 weeks in late 2013 and early 2014; and,

WHEREAS, Assistant Chief Ryan Coburn became Officer in Charge/Acting Chief of the Fire Department effective September 15, 2015.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norwalk, Iowa, that compensation for the Officers in Charge is hereby approved in the following amounts:

Assistant Police Chief to be compensated \$2,721.60 for serving as Officer in Charge of the Police Department for 21 weeks.

Assistant Fire Chief to be compensated an additional \$132.20 per week during the time he serves as the Officer in Charge of the Fire Department.

PASSED AND APPROVED this 19th day of November, 2015.

Tom Phillips, Mayor

ATTEST:

Jodi Eddleman, City Clerk

<u>ROLL CALL VOTE:</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Delker	___	___	___
Isley	___	___	___
Jackson	___	___	___
Kuhl	___	___	___
Livingston	___	___	___